

**CITY OF SHOREVIEW  
AGENDA  
REGULAR CITY COUNCIL MEETING  
SEPTEMBER 19, 2011  
7:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PROCLAMATIONS AND RECOGNITIONS**

--Green Community Award Presentation

**CITIZENS COMMENTS** - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

**COUNCIL COMMENTS**

**CONSENT AGENDA** - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. September 6, 2011 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes—
  - Economic Development Authority, August 15, 2011
  - Public Safety Committee, September 15, 2011
3. Monthly Reports
  - Administration
  - Community Development
  - Finance
  - Public Works
  - Park and Recreation

4. Verified Claims
5. Purchases
6. License Applications
7. Approval of Change Order and Final Payment—South Water Tower Project, CP 11-02
8. Approval of Application for Exempt Permit—St. Odilia Church
9. Developer Escrow Reduction

#### **PUBLIC HEARING**

10. Public Hearing—2011 Assessments-Hawes/Demar/Rustic Reconstruction, CP 10-01

#### **GENERAL BUSINESS**

11. Appeal of Planning Commission's Denial of Variance—Michael Morse, 1648 Lois Drive
12. Approval of Domestic Partner Registry Ordinance
13. Weed Abatement—549 Doris Avenue

#### **STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS**

#### **SPECIAL ORDER OF BUSINESS**

#### **ADJOURNMENT**

**SHOREVIEW CITY COUNCIL MEETING  
ROLL CALL  
SEPTEMBER 19, 2011**

	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
Mayor Martin	_____	_____
Councilmember Huffman	_____	_____
Councilmember Quigley	_____	_____
Councilmember Wickstrom	_____	_____
Councilmember Withhart	_____	_____





**APPROVAL OF AGENDA  
SEPTEMBER 19, 2011**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

to approve the September 19, 2011 agenda as submitted.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

to approve the September 19, 2011 agenda as revised.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____



**CITIZEN COMMENTS**  
**SEPTEMBER 19, 2011**

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**COUNCIL COMMENTS**  
**SEPTEMBER 19, 2011**

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# CONSENT AGENDA

## SEPTEMBER 19, 2011

**MOVED BY COUNCILMEMBER \_\_\_\_\_**

**SECONDED BY COUNCILMEMBER \_\_\_\_\_**

to adopt the consent agenda of September 19, 2011 approving the necessary motions and resolutions.

**ROLL CALL: AYES \_\_\_\_\_ NAYS \_\_\_\_\_**

HUFFMAN

**QUIGLEY**

WICKSTROM

**WITHHART**

MARTIN





**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
September 6, 2011**

**DRAFT**

**CALL TO ORDER**

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on September 6, 2011.

**PLEDGE OF ALLEGIANCE**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

The following members were present: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom.

Councilmember Withhart was absent.

**APPROVAL OF AGENDA**

Councilmember Quigley requested a brief discussion on the resolution regarding *Beyond the Yellow Ribbon Campaign* under the *Special Order of Business* portion of the meeting.

MOTION: by Councilmember Huffman, seconded by Councilmember Wickstrom to approve the September 6, 2011 agenda as amended.

VOTE: Ayes - 4 Nays - 0

**PROCLAMATIONS AND RECOGNITIONS**

Mayor Martin announced and read a resolution for Shoreview to become a *Beyond the Yellow Ribbon* community:

**WHEREAS**, Many families support their military service members who are serving in the United States and overseas to protect the values and freedom enjoyed by the citizens of the United States of America, and;

**WHEREAS**, a Beyond the Yellow Ribbon Community Group has been formed in an effort to assist connecting local military family members with a community network of support that is understood and trusted by military families, where military residents and their families are recognized and can access information and services to assist them during the deployment cycle and is sustainable for future military families as deployment becomes necessary, and;

**WHEREAS**, this Beyond the Yellow Ribbon Community Group will build on the existing strength of our community and organizations by continuing to support awareness and addressing the needs of spouses and children throughout the deployment, deployment-reintegration process and through extended periods after homecoming in ways to lessen their burden while a family member is deployed or is impacted by their service to community and country, and;

**WHEREAS**, We believe the effects of deployment do not end when the soldier returns home and the family is reunited; this process takes months for some families and years for others; We believe the ultimate vision of the community is to offer support to military families and honor them in our midst, and;

**WHEREAS**, the City Council of the City of Shoreview, Minnesota and the Beyond the Yellow Ribbon Community Group encourage key groups of the community service members and their families to be proactive and work in harmony to develop a program which empowers community synchronization of effort and build an enduring and sustainable network of support.

**NOW THEREFORE BE IT RESOLVED**, on behalf of our residents, the City Council of Shoreview, Minnesota is proud to recognize, appreciate and say Thank You to our military members and their families for their service sacrifices and in all they do.

**AND, BE IT FURTHER RESOLVED**, that the residents and the City Council of the City of Shoreview, Minnesota do fully support the efforts of the Beyond the Yellow Ribbon Community Group to support our military members and their families while defending the democratic values of the United States of America.

Councilmember Wickstrom thanked the Council for supporting this resolution. There are monthly meetings at the Roseville Oval complex. Many are involved in this effort, including business people, city officials from a number of communities, faith members, attorneys and public safety officials, as well as military families. The program is being organized through the Ramsey County League of Local Governments, rather than each City trying to have a project on its own.

Councilmember Huffman commended Councilmember Wickstrom for her work and Ramsey Council League of Local Governments for taking on the project.

**MOTION:** by Councilmember Wickstrom, seconded by Councilmember Huffman to support a resolution for the City of Shoreview to become a member of the *Beyond the Yellow Ribbon* project.

**VOTE:** Ayes - 4 Nays - 0

### **CITIZEN COMMENTS**

There were none.

### **COUNCIL COMMENTS**

#### **Mayor Martin:**

The Farmer's Market is busy at peak time. All are encouraged to participate over the next few weeks.

The Community Center pool is closed until September 17, 2011, for annual maintenance.

The Fitness Center is offering free trial classes.

Fall Cleanup Day will be October 1, 2011.

#### **Councilmember Huffman:**

Cautioned residents to drive safely and be aware of children on the streets, as they go back to school.

#### **Councilmember Wickstrom**

As part of the *Yellow Ribbon* project, Victory Celebration Church in Roseville will host an event for military families on October 2, 2011, at the Roseville Armory 5:00 p.m. Volunteers are needed for planning and to help on October 2nd. Anyone interested, please contact Councilmember Wickstrom at 651-780-5245.

### **CONSENT AGENDA**

The following items were pulled for separate discussion: 1) August 8, 2011 City Council Workshop Minutes, No. 1; 2) Emerald Ash Borer Startup Costs, No. 12; and 3) Community Center Rate Adjustment, No. 15.

#### **August 8, 2011 Minutes**

The spelling of Bob Schirm's name should be corrected.

Councilmember Wickstrom noted that reference to Ramsey County League of Local Governments and the *Yellow Ribbon Project* is confusing. St. Paul is a member of the League but not of *Yellow Ribbon Suburban Ramsey County*. St. Paul is doing its own *Yellow Ribbon Project*.

Page 3: Councilmember Withhart's comments in reference to the tree sale is not through Ramsey County Parks but through Friends of the Parks and Trails.

### **Community Center Rate Adjustment**

Mayor Martin expressed concern about the \$30 per year increase for family membership. City Manager Schwerm stated that individual rates per year are increasing \$10; dual membership is up \$15; this proposal would put families up \$30 to increase the gap between dual and family membership.

Mayor Martin acknowledged the amount of analysis done to reach competitive rates and agreed with the rationale but would prefer the \$20 increase rather than \$30 increase.

Councilmember Quigley stated that previous discussions have reflected the careful assessment process for rates. In that light, he is not supportive of choosing out individual items for consideration. He would be reluctant to support a change, but would accede, if that is the Council's wishes.

Councilmember Huffman noted that the good news is the Community Center compares very favorably in quality with very competitive pricing to other programs. He asked if the limit of six for daily family passes is a new policy. Mr. Schwerm answered that policy has been in place for a number of years.

It was the consensus of the Council to readjust the \$30 per year family membership increase to \$20 per year.

### **Emerald Ash Borer**

Councilmember Wickstrom asked if a precedent is being set by removing a tree on private property. Mr. Schwerm stated this joint powers agreement with the Department of Agriculture is to make sure a precedent is not set. The tree in question is a one-time event because the Department of Agriculture wanted to remove it for research.

**MOTION:** by Councilmember Huffman, seconded by Councilmember Wickstrom to approve the Consent Agenda and all relevant resolutions with the amendments to the August 8, 2011, City Council Workshop Meeting Minutes and adjustment to the per year family Community Center membership to an increase of \$20:

1. August 8, 2011 City Council Workshop Meeting Minutes, as amended
2. August 15, 2011 City Council Meeting Minutes
3. August 15, 2011 City Council Workshop Meeting Minutes
4. Receipt of Committee/Commission Minutes:
  - Economic Development Authority, June 13, 2011
  - Economic Development Commission, June 21, 2011
  - Human Rights Commission, June 22, 2011
  - Planning Commission, July 26, 2011
5. Verified Claims in the Amount of \$1,172,808.46
6. Purchases
7. Renumbering of Ordinance 882 to 883

8. Developer Escrow Reductions
9. Approval of Final Payment - 2011 Seal Coat Project, CP 11-06
10. Approval of Maintenance Agreement between the City and Rice Creek Watershed District for Buffalo Lane Stormwater Facilities, CP 11-09
11. Approval of Final Payment - Sanitary Sewer Lining Project, City Project 11-03
12. Authorize Joint Powers Agreement with State of Minnesota - Emerald Ash Borer Startup Costs
13. Minor Subdivision - 5790/5784 Fairview
14. Authorize Trade-In and Purchase of Skidsteer Loader
15. 2012 Community Center Rate Adjustments, as amended in the motion
16. Acceptance of Donations - 2011 *Slice of Shoreview*
17. Award of Quote - Tennis Court Resurfacing, Shamrock Park

VOTE:           Ayes - 4                      Nays - 0

## **PUBLIC HEARING**

### **ADOPT ASSESSMENT ROLE FOR ABATEMENT OF PUBLIC NUISANCES** **1698 Lois Drive, 1704 Oakwood Drive, 4711 Laura Lane**

#### **Presentation by City Planner Kathleen Nordine**

The public hearing is for assessment costs back to the property owners that are associated with weed abatement on their properties. These properties were abated for vegetative growth earlier in the summer. The property owners were billed the cost of the work in July, and the bills remain unpaid. Staff is requesting a public hearing to authorize the assessment for these costs:

1698 Lois Drive	\$404.03
1704 Oakwood Drive	\$381.35
4711 Laura Lane	\$370.64

These properties are either vacant or in foreclosure. Property owners will have 30 days to pay the costs before assessment is certified.

Mayor Martin asked if this process has to be repeated if more work has to be done. Ms. Nordine stated that it is possible more work will be necessary. The previous resolution approved by the Council allows abatement for two years. Subsequent bills that may be unpaid will have to go through this assessment process.

Councilmember Wickstrom asked if there are additional penalties for the processing costs and whether property owners will think they can deduct these costs shown on their tax statements from federal taxes. Mr. Schwerm stated that this cost is not deductible. Although there is no additional penalty, administrative costs are recovered. Publication costs are minimal and come later than the notice given to property owners. Ms. Nordine added that notice is given to property owners that this cost is not deductible. Processing costs are recovered through the public hearing process.

Mayor Martin opened the public hearing at 7:30 p.m.

There were no comments or questions.

MOTION: by Councilmember Quigley, seconded by Councilmember Huffman to close the public hearing at 7:30 p.m.

VOTE: Ayes - 4 Nays - 0

MOTION: by Councilmember Quigley, seconded by Councilmember Huffman to approve Resolution No. 11-61 adopting the assessments for the cost of the nuisance and/or vegetative growth abatement at properties located at:  
1698 Lois Drive  
1704 Oakwood Drive  
4711 Laura Lane

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Martin  
Nays: None

## **GENERAL BUSINESS**

### **ITEMS RELATED TO 2012 TAX LEVY AND BUDGET**

#### **A. ADOPT PRELIMINARY TAX LEVY**

#### **B. ESTABLISH DATES FOR BUDGET HEARING**

#### **Presentation by Assistant Finance Director Fred Espe**

The budget process requires the City to certify a preliminary levy and budget hearing date to Ramsey County by September 15, 2011. The County will mail estimated tax statements between November 10 and November 22, 2011. The City will hold its public hearing on the budget and levy on December 5, 2011. The adopted budget and levy will be submitted December 19, 2011.

The proposed budget achieves the following: 1) maintains existing City services, programs and infrastructure; 2) meets debt obligations; and 3) supports capital replacements. The proposed levy is \$202,000 less than initially estimated. The impact on home values is not yet available because more analysis is needed on the new market value reduction program being initiated by the State in 2012. The total levy increase is 3.3%. Levy increases break down to a 1.15% increase for General Fund operations, a 0.55% increase for debt payments, 1.22% increase for capital funds, and 0.44% increase for the Economic Development Authority (EDA) and Housing and Redevelopment Authority (HRA).

Staff is recommending adoption of a resolution to establish the preliminary tax levy. This is the maximum levy that can be set. Further reductions can be made after adoption of the preliminary levy. Staff also recommends setting the budget hearing for December 5, 2011.

Mayor Martin questioned the HRA and EDA levy, as she believed the total increase was \$70,000. Mr. Schwerm explained that the total levy is \$70,000.

Councilmember Huffman stated that he believes the budget is reasonable, as it is a maintenance role of services. The EDA and HRA increases are really a shifting of payroll costs and not additional staff. However, his issue is in connection with the environment people are living. The cost of living next year is 1.7%. Raises given to employees will be less than 1.7%. However reasonable the budget is, it is disconnected from the issues citizens face. The budget is asking more than what many citizens will receive in their own pocketbooks. He would like the Council to rethink its mission of what services are provided.

Mayor Martin noted that the budget has already been reduced by \$202,000. Between adoption of the preliminary levy and final levy, there will not be any easy cuts. Further cuts need to be examined carefully. There are increasing costs to running a City and maintaining our infrastructure and believes the Council needs to continue its forward looking approach to running the City.

Councilmember Huffman agreed that significant cuts have been made in the levy. What is more at issue for him is the regressiveness of property taxes that do not take into account lack of employment or pay decreases, which is a much broader discussion than just Shoreview.

Mayor Martin stated that the elimination of the market value homestead credit will reduce property values and total taxable value for the City. The full implications are not yet known. That will play a big role in the City's budget. The legislation was done very fast in special session. What is presented are the best numbers known at this time.

Councilmember Wickstrom stated that she does not want to jeopardize the excellent bond rating the City has received. It is important to fund capital replacements to maintain the overall quality of the City. She would prefer gradual increases rather than a zero tax increase and then have to catch up with larger increases in future years. She is not hearing a cry for less services. If services should be decreased, the Council needs to know which ones.

Councilmember Huffman stated that he is not advocating a zero increase but would like to see it less than what is being proposed.

Councilmember Quigley stated that the Council listens carefully to citizen input and base what is structured today on that making it difficult to make any abrupt changes and maintain continuity. The numbers presented are half of what was being considered when the Council began looking at this budget.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to adopt resolution number 11-55 establishing a preliminary City tax levy of \$9,290,086, and a preliminary HRA tax levy of \$70,000 for collection in 2012.

ROLL CALL: Ayes: Quigley, Wickstrom, Martin  
Nays: Huffman

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to set a public budget hearing for Monday, December 5, 2011, at 7:00 p.m. to discuss the 2012 City budget, tax levy and capital improvement program.

ROLL CALL: Ayes: Wickstrom, Huffman, Quigley, Martin  
Nays: None

**APPROVAL OF ON-SALE LIQUOR LICENSE: RED GINGER CHINA BISTRO,  
5999 RICE CREEK PARKWAY**

**Presentation by City Manager Terry Schwerm**

City Manager Schwerm reported receipt of an application from Michael Chan for an on-sale intoxicating liquor license for the Red Ginger China Bistro. This restaurant has been in business nine years. Previously, as the Red Ginger Asian Bistro, the restaurant had an on-sale liquor license. The Red Ginger Asian Bistro closed in 2008, and was taken over by new owners and opened as the Red Ginger China Bistro in October 2009. It is successful and looking to upgrade its liquor license from a non-intoxicating beer and wine licenses. Mr. Chan's background record is excellent, and he has provided a lot of information to demonstrate that he and his staff are in compliance with alcohol sales training. No issues have been reported from the Sheriff's Department regarding the current license. Staff is recommending approval.

MOTION: by Councilmember Quigley, seconded by Councilmember Huffman to approve the application for an on-sale intoxicating liquor license for Red Ginger China Bistro, located at 5999 Rice Creek Parkway.

Discussion:

Councilmember Wickstrom emphasized that the City takes liquor licenses very seriously. She is pleased to hear there have been no problems and hopes that continues in the future.

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Martin  
Nays: None

**TRAFFIC CONTROL RECOMMENDATION: INSTALLATION OF STOP SIGNS ON  
TERRACE DRIVE AT PASCAL STREET**

**Presentation by Public Works Director Mark Maloney**

There was a request from the neighborhood to study this intersection. There is a pattern of neighborhoods with such low volumes of traffic that no STOP signs were installed. The trend is that traffic volumes have been increasing as a result of travel behavior, not outside traffic. People are driving more than ever. There have been reports of near misses with drivers not understanding who has the right-of-way. That meets the warrants for a STOP sign. The neighborhood has been notified of this pending action. Staff is recommending approval of



installation of STOP signs on Terrace Drive at Pascal Street. It will not be a four-way STOP. Signs will only be posted on Terrace Drive.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to authorize the placement of STOP signs on Terrace Drive at the intersection with Pascal Street.

ROLL CALL: Ayes: Quigley, Wickstrom, Huffman, Martin  
Nays: None

### **SPECIAL ORDER OF BUSINESS**

#### **Beyond the Yellow Ribbon Campaign**

Councilmember Quigley stated that this is a big program. He would like to use Councilmember Wickstrom's experience to be sure the City begins with steps that can be done successfully and not replicate other services available.

Councilmember Wickstrom responded that it is important that the project not be City run. It is a community project with City involvement. Some things will be done at the City level, such as a prototype web page related to Shoreview. Also, events and programs will be publicized by the City. The City will not necessarily be holding events but will be instrumental in communicating various events and programs.

### **ADJOURNMENT**

MOTION: by Councilmember Huffman to adjourn the meeting at 7:55 p.m.

VOTE: Ayes - 4 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE \_\_\_ DAY OF \_\_\_\_\_ 2011.

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Terry C. Schwerm  
City Manager



**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY  
MEETING MINUTES  
August 15, 2011**

**CALL TO ORDER**

President Huffman called the meeting to order on August 15, 2011, at 5:05 p.m.

**ROLL CALL**

The following members were present: Blake Huffman, Terry Quigley, and Ben Withhart.

Also Present:

Tom Simonson, Assistant City Manager/Community Development Director

Kirsten Barsness, Barsness Consulting Services

**APPROVAL OF AGENDA**

Quigley moved, Withhart seconded, a motion to approve the August 15, 2011 agenda as submitted.

VOTE:           Ayes – 3                      Nays – 0

**APPROVAL OF MINUTES**

Quigley moved, Withhart seconded, a motion to approve the June 13, 2011 meeting minutes as submitted.

VOTE:           Ayes - 3                      Nays - 0

**FINANCES AND BUDGET**

**Approval Claims and Purchases**

Quigley moved, Withhart seconded, a motion to accept the treasurer's report as presented and approve payment of invoices, item Nos. 1 through 11:

- |    |   |                       |
|----|---|-----------------------|
| 1. | Community Reinvestment Fund   | \$45.00 (Fund 307)    |
|    | (Date Paid: 6/30/11 - Monthly Loan Service Fee - 5 loans plus 1 new loan) |                       |
| 2. | Community Reinvestment Fund   | \$51.00 (Fund 307)    |
|    | (Date Paid: 7/29/11 - Monthly Loan Service Fee - 6 loans plus 1 new loan) |                       |
| 3. | Development Consultant (Kirstin Barsness)                                 | \$1,155.00 (Fund 240) |
|    | (Consulting services - Date Paid: 06/06/11)                               |                       |
| 4. | EDA Minutes - Recording Secretary (Deanne Allen)                          | \$200.00 (Fund 240)   |

## SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY - AUGUST 15, 2011

Date Paid: 6/20/11)

- |     |  |                     |
|-----|--|---------------------|
| 5.  | Development Consultant (Kirstin Barsness)<br>(Consulting services - Date Paid: 07/05/11)             | \$536.25 (Fund 240) |
| 6.  | EDA Minutes - Recording Secretary (Deanne Allen)<br>Date Paid: 7/18/11)                              | \$200.00 (Fund 240) |
| 7.  | Minnesota Real Estate Subscription<br>(Date Paid: 06/06/11)  | \$136.00 (Fund 240) |
| 8.  | Hilton Garden Inn (Business Exchange Event)<br>(Date Paid: 07/18/11)                                 | \$710.55 (Fund 240) |
| 9.  | Greater Metropolitan Housing Corporation<br>(Annual Contract for HRC Services - Date Paid: 05/02/11) | \$12,000 (Fund 241) |
| 10. | Development Consultant (Kirstin Barsness)<br>(Consulting services - Date Paid: 06/06/11)             | \$536.25 (Fund 241) |
| 11. | Development Consultant (Kirstin Barsness)<br>(Consulting services - Date Paid: 07/05/11)             | \$165.00 (Fund 240) |

VOTE:           Ayes - 3                      Nays - 0

### **Proposed EDA budget for 2012 and Resolution Recommending Council Approval of 2012 EDA Levy and HRA Levy for Operating and Administration**

Simonson stated that traditionally the EDA makes a levy recommendation to the City Council for the EDA and HRA levies as part of approval for the preliminary levy. Increases are recommended for both funds. The EDA levy would increase from \$25,000 to \$55,000, as economic development costs are shifted from the Community Development portion of the General Fund to the EDA and for additional staff. The HRA levy is recommended to increase from \$60,000 to \$70,000.

Quigley stated that he would support keeping the levy amount based on what it is now proposed. Simonson responded that as a new entity, a fund balance needs to be built for flexibility in future years. With development projects such as Midland Terrace and Stonehenge, there will be significant consulting fees.

Withhart asked if there is any one thing that can be identified to justify the increased levy.

Huffman responded that the biggest difference is the transfer of \$30,000 from Community Development in the General Fund to the EDA. Simonson added that the Council earlier this year, on the recommendation of the City Manager and Finance Director, streamlined and eliminated a number of budget activities, resulting in the shifting of other economic development costs previously charged to the General Fund now falling under the umbrella of the EDA budgets. Simonson concurred with President Huffman's assessment by adding that a majority of the increase includes a portion of his salary that was charged to the economic development activity of the General Fund.

Simonson noted that discussion plans to form a Regional Economic Development Group are moving forward. He said based on the membership fees he has heard being discussed the EDA budget should be sufficient to support participation if the City elects to join this new organization.

Quigley asked the forming authority for the group. Barsness stated that it is an offshoot of the Itasca Group. All counties are on board, and they are looking for cities to contribute \$10,000 each for membership. Simonson said the organization was initiated through the Regional Council of Mayors, with support from many large corporations in the metro area. He said that there will be an introduction of Greater MSP – Minneapolis/Saint Paul Economic Development Partnership this fall where the City will hopefully get more information.

Withhart moved, Quigley seconded, a motion to approve the EDA and HRA budgets for next year.

VOTE:           Ayes - 3                      Nays - 0

Withhart moved, Huffman seconded a motion to approve EDA Resolution 11-01, recommending to the City Council the adoption of an EDA Levy and HRA Levy to support the 2012 operating and administration of the Shoreview Economic Development Authority.

VOTE:           Ayes - 3                      Nays - 0

## **GENERAL BUSINESS**

### **Discussion: Process to Appoint New EDA Board Members from Economic Development Commission**

Simonson stated that when the EDA was established, the Council adopted by-laws for the board to consist of 3 Council members and 2 Economic Development Commission members. During the first selection process, membership was solicited from interested members of the EDC and names were forwarded for consideration and appointment. With the recent resignations of Bill Fessler and Marlin Rudebusch from the EDA, there are two vacancies that should be filled by EDC members. He suggested an email to EDC members to find out who would be interested, but wants direction from the EDA board on how to proceed.

Withhart stated that he would like to see the by-laws amended to open membership to business people and volunteers throughout the City. Withhart said that the EDA mission includes housing and there may be members of the community with experience and interest in housing. Ms. Barsness noted that membership must be a resident or worker for a company in Shoreview. That is a statutory requirement.

It was the consensus of the Board to put the appointments on hold pending staff redrafting the

## **SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY - AUGUST 15, 2011**

by-laws for appointment to include any citizen or business person in Shoreview.

### **Red Fox Road Retail Project (Stonehenge USA) - Review Draft Development Agreement**

Simonson noted the draft Development Agreement between Stonehenge and the City was presented for review. The site plan is consistent with what has previously been discussed. The preferred anchor for the site is planning a site visit this month. Stonehenge is negotiating with Clear Channel to relocate the billboard sign on City land near the wetland. A separate agreement between the City and Clear Channel will bring in revenue for allowing the advertising.

The Sinclair site is also on the market for sale and redevelopment. A developer is working with the owner. The developer has asked the City about TIF financing for redeveloping the corner property due to the required tear down. A cleanup contribution could be supported, but the Stonehenge development is a much bigger project that offers more services for the City, especially if the preferred anchor joins the project. Simonson said there is some concern about the Sinclair site competing with the Stonehenge development for the same tenants and possibly impacting the timing of the project moving forward.

Tenants planned to locate on the Stonehenge property appear to be also looking at the Sinclair site, if it becomes available. However, at this time most tenants seem on board with Stonehenge, according to the developer. Even if one or two go to the Sinclair site, there are other highly regarded retail names interested. At this time, it appears that all tenants are prepared to move forward with the Stonehenge project this fall. Stonehenge is in the process of preparing plans to submit to the Planning Commission in September.

Huffman asked if it is possible for the Sinclair site to be part of the Stonehenge development. He does not want the Sinclair property to jeopardize that project. Simonson responded that the Stonehenge project is four to five months ahead of the Sinclair site.

Quigley stated that the EDA should focus on Stonehenge and get that project done right.

Simonson said the preliminary agreement is being presented to confirm support of the EDA for the financing package being offered to Stonehenge. Simonson stated that Phase 1 of Stonehenge would include the TIF District 5 contribution of \$845,000. This funding is unencumbered, and the payment will be made when the retail center is complete. There would now be no financial risk to the City, since the developer would not receive funds unless the project was constructed. The retail center is not contingent on the preferred anchor coming in. Phase 2 would be an additional \$500,000 of tax increment support to attract and secure the preferred anchor for the project. If the preferred anchor does not locate on this site, another anchor will be brought in and the City can determine whether it is desirable and how much if any assistance should be provided. Stonehenge is planning to open the retail center by March or April 2012.

Huffman stated that at the appropriate time he would like to see a big press release announcement for the new stores. Also, the City could talk to neighboring businesses, such as

Target, to let them know about the new retail development coming in.

The consensus of the EDA board was to support the proposed tax increment financing package to assist with the proposed Stonehenge development that would bring a variety of quality restaurant and other retail services to the community.

### **Midland Plaza/Midland Terrace Redevelopment Project Update**

Simonson reported that an application for a Livable Communities grant, in a lower amount than last year, has been submitted to the Metropolitan Council. The County has stated it is not in a position to support the road realignment, which would create additional safety and management concerns. Tycon was informed of this development. (Previously, the County was supportive.) There have been meetings with County staff to work through this issue. A round-about has been discussed, which would bring five roads together. Another possibility would be to add a second left turn lane going north from County Road E onto Victoria. At the last meeting, the County was close to agreement for the project. Negotiations have been successful with long-term tenants for shorter leases. Tycon has already begun spending major amounts for remodeling apartments. If the grant is received, it will be put into the project for landscaping or storm water improvements.

### **Negotiations Update: Draft Purchase Agreement - Richard McGuire Property at 3339 Victoria Street**

Simonson stated that the property looks worse than ever because the owner is sorting through all his stuff in his garages in preparation for moving. The owner is working with an attorney from the Veteran's Administration on the review of the purchase agreement presented to the owner by the City for the acquisition price valued at \$204,000. After deduction of what is owed, the owner would receive approximately \$183,000 cash, which is consistent with the value of the property a year ago. The City share of the court judgment and delinquent utility surcharges would be forgiven. The County property taxes cannot be forgiven. The property owner has asked for half down and the remainder at closing. The City's response is for him to sign the purchase agreement for closing. The City will then allow him to stay on the property until November 1, 2011.

Once the City has an executed purchase agreement, a meeting will be scheduled with the neighborhood to let people know the process and City's intention to get rid of the longstanding blighted property. The City will offer the property to Habitat for Humanity, GMHC, or Rondo Trust. If there is no interest, then the sale will be opened to a bigger market. As soon as the agreement is signed, discussions must begin about a concept plan.

Huffman suggested bringing in a consultant to meet with the EDA to discuss what should be done with the property.

Quigley asked if there are any concerns about the title of the property. Simonson said he has

## **SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY - AUGUST 15, 2011**

discussed with the City Attorney and the City will take out title insurance for protection. Property liens are with the City and County, which can be addressed as part of the transaction.

### **OTHER ISSUES**

Simonson reported that the Schneider property has been sold to Southview Living, the developer of the adjacent proposed Cascades senior housing project. This item may be on the agenda at the next EDA meeting with a TIF application from the developer.

### **ADJOURNMENT**

Huffman moved, Withhart seconded, a motion to adjourn the meeting at 6:31 p.m.

VOTE:           Ayes - 3                           Nays - 0



**PUBLIC SAFETY COMMITTEE**  
**September 15, 2011**

**CALL TO ORDER:** The Public Safety meeting came to order at 7:00 p.m.

**ROLL CALL:**

Those in attendance were: Justine Greene, Jorgen Nelsen, Peter Panos, Marc Pelletier, Jeff Tarnowski, Walter Johnson, and Ralph Adair (Fire Department).

**APPROVAL OF MINUTES:** The Minutes of July 21, 2010 were approved.

**CITIZENS' COMMENTS:** None.

**ALLINA TRANSPORT:**

- No report.

**FIRE DEPARTMENT REPORT:**

- Ralph Adair reported that they have been quite busy recently. He noted the difference in response to two fires, one when duty crews were available and one when they were not.

In the first case, a fire in a very large house in North Oaks occurred when a day shift was on duty and an evening shift was beginning to show up. They had 3 engines on the scene in 7 minutes to a fully involved 3-car garage fire with the roof and attic also on fire. Vadnais Heights and White Bear also responded (Auto aid). Without fire hydrants, they managed to confine the fire and did a great job salvaging possessions on both floors. Still, the dollar loss was estimated at \$500,000.

In the second case there was a Prairie Ridge Townhouse fire in Shoreview on a Saturday after noon when duty crews were not working. In that case the first engine arrived in about 10 –11 minutes with only 2 firefighters. They were very short handed. It also began as a garage fire, but there was no attic scuttle cover. The result was two townhouses destroyed, one with heavy smoke damage and one with light smoke damage. Auto aid from Roseville and an immediate call for mutual aid from New Brighton, Centennial, Lexington and SMB helped. Vadnais Heights stood by covering calls.

- In the last two weeks they responded to three extrications calls on Highway 96. Two of the accidents had very serious injuries. They have generally been busy with EMS calls and believe they are making a positive difference in patient care.
- A FEMA grant was submitted asking for about \$450,000 for replacement of SCBA equipment and for RIT (Rapid Intervention Packs). December is the earliest they expect to know about its approval.
- They continue to streamline things with the dispatch office.
- The Fire Department will host an open house on Saturday, October 8<sup>th</sup> from 11 am to 2 pm at Station 3. They will have the ARFF truck made for the Transformer Movie.

- Seven new firefighter candidates will be interviewed next week, four of whom are trained and experienced.

**SHERIFF'S REPORT:**

- Terry Schwerm reported that the contract cities had met to discuss budget items. The budget will be generally flat with a little increase for cost of living, insurance and some salary adjustments. The cost to Shoreview will be about 2% higher. He noted the CAD (computer aided dispatch) will be upgraded. Shoreview dispatch costs have gone up from \$60,000 five years ago (before consolidation) to \$96,000 now.
- We are transitioning to a new form of animal control where the Sheriff will hire an animal control officer (not a community service officer). There will be extra start-up costs for a van and other equipment the first year, then operational costs are expected to be similar to what they are now.
- The Sheriff has recently made some staff changes.

**NEW BUSINESS**

- It was noted that the city's Volunteer Appreciation Dinner will be held on October 6<sup>th</sup>.

**LIAISON REPORT:** None

**ADJOURNMENT:** The meeting adjourned at 7:3 p.m.

# Memorandum

**To:** Mayor and City Council Members  
City Manager

**From:** Tom Simonson  
Assistant City Manager and Community Development Director

**Date:** September 16, 2011

**Re:** Monthly Reports  
— Administration Department  
— Community Development Department

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## **Stonehenge/Red Fox Road Retail Project**

The retail development company Stonehenge USA has submitted formal applications for their planned unit development plans and a tax increment financing application will be submitted next week. The development plans are expected to be reviewed by the Planning Commission at their September meeting. Stonehenge will be developing the property in stages, with a multi-tenant retail center being the first phase. Stonehenge also continues to aggressively pursue a preferred retail anchor for a separate building pad. The retail center is expected to have a mix of restaurants and retail services that are well recognized regional and national names. Stonehenge hopes to begin construction of the first phase this fall with an opening expected by April, 2012.

The Economic Development Authority (EDA) has reviewed and preliminarily endorsed the general terms for tax increment financing assistance to the developer if they meet certain thresholds for bringing preferred retail services and restaurants to the community. A preliminary tax increment development agreement has already been drafted in advance of the formal review.

Stonehenge has also begun discussions with Clear Channel on the relocation of an existing billboard further east on the property consistent with the City's new regulations allowing billboards along the I-694 corridor. City staff is also working with Clear Channel on drafting terms of a lease agreement with the City allowing for a dynamic billboard further east in the project area. The lease agreement is expected to be reviewed by the Council in October.

## **Midland Plaza/Midland Terrace Redevelopment**

City staff and our engineering consultant SEH have been working with Ramsey County on addressing their concerns with the proposed realignment of Owasso Street to facilitate the redevelopment at Midland Terrace for a new apartment building. The City has addressed the County's concerns and they are now supportive of the realignment as originally proposed subject to some additional improvements. These design modifications include the addition of

dual left turn lanes from eastbound County Road E to northbound Victoria Street and a lengthened left turn lane on northbound Victoria Street. The County believes these additional improvements are needed to accommodate projected traffic growth and ensure the new intersection functions at an acceptable level of service.

SEH is finalizing project cost estimates based on these design modifications, with the County now indicating they will provide a financial contribution to the project. Once the revised estimates are completed, the City will be meeting with the developer/owner from Tycon Companies to discuss project schedules for both the public road improvements and the construction of the new apartment building. Tycon Companies had delayed the selection of a project architect and contractor until the road design issue was resolved. We now expect Tycon Companies to submit formal applications this fall for the development and related tax increment financing necessary to fund the necessary road improvements.

The City was recently informed by the Metropolitan Council that our Livable Communities Demonstration Account (LCDA) Development Grant application to support the Midland Terrace redevelopment has passed successfully through their "step one" evaluation process and will now move forward to the next level of review. A decision is expected on the grant request by November of this year.

### **Shoreview Senior Living Project**

The developer of the proposed Shoreview Senior Living senior housing project is preparing to move forward with the construction, and is seeking tax increment financing assistance from the City. The senior housing project was approved in 2008, and proposes the construction of a building of 104 total residential apartment units, with 55 units for independent or catered living, 33 units of assisted living, and 16 units for memory care.

The project was approved several years ago, but has been delayed due to the unsettling housing market and tighter restrictions in financing multi-family housing. City staff has had preliminary discussions with the developer and his financing representatives to discuss the potential use of tax increment financing to support some of the eligible project costs, similar to the City assisting with our other senior housing developments.

The creation of a new Economic Development TIF District that would be the likely mechanism to provide tax increment support generated from the development. The special authority granted by the State Legislature allows for the creation of an Economic Development TIF District for market rate housing if construction begins by January 1, 2012.

Since the senior housing project has already received necessary approvals, it should be possible for the construction to begin before the end of this year to meet the legislative deadline. The formal tax increment application will be reviewed and processed through the EDA and City Council over the next couple of months.

### **Rental Licensing and Code Enforcement Activity**

**Rental Housing Licensing.** Seven new license applications have been submitted in the past month, and the staff continues to process new rental dwelling license applications as they are submitted. Inspections of General Dwelling Units are conducted semi-annually for each unit. The 2011 inspection cycle commenced this month and 45 of the 170 units scheduled for 2011 have already been inspected by the Housing and Code Enforcement Officer. Staff will continue

to perform 10-15 GDU inspections per week in order to complete the inspection cycle by the end of the year.

**Code Enforcement.** There have been approximately 12 new cases in the past month. The following table summarizes the code enforcement activity this year:

Total No. of Cases	Open	Closed
168	39	129

Long grass/weeds and parking issues continue to be the most common conditions that generate complaints. However, staff is also working on resolving two cases pertaining to cleanliness/sanitation and hoarding. In both those cases, Ramsey County Public Health and the Lake Johanna Fire Department have been involved in the investigations and enforcement.

Neighborhood notices for *SHINE* program were mailed to residents this past week. Information distributed to the selected neighborhoods discusses common property and housing maintenance regulations and encourages residents to take advantage of the City's Clean-Up Day for disposal of clutter that may be creating a nuisance. The neighborhoods targeted for the Fall *SHINE* include the Brigadoon/Highland and Westview/Nancy areas of in central Shoreview. There are approximately 287 properties within these neighborhoods. *SHINE* inspections will be conducted in mid-October, after the Clean-Up Day.

### **Miscellaneous**

- The City is advertising for residents and/or local business representatives interested in serving on the Economic Development Commission. There are 2 vacancies on the 9-member advisory group due to the recent resignations of Bill Fessler and Marlin Rudebusch. Applications are available on the City website and are due by October 21<sup>st</sup>.
- Mead Metals will be celebrating their 50<sup>th</sup> anniversary as a company at an open house event on September 22<sup>nd</sup>. Mayor Martin will be presenting a special proclamation at the ceremony on behalf of the City in honor of their achievement.
- The City is hosting an Informational Forum for the Saint Paul Area Realtors Association on October 12<sup>th</sup> at the Community Center. The forum, which offers continuing education credits, will highlight the Shoreview community and focus on our City services.
- City Planner Kathleen Nordine continues to work with the Shoreview Historical Society on coordination of the restoration of the Guerin Gas Station structure. The windows and door from the station have been removed and the window restoration company, ReView, is shipping them to their facility in Kansas City for repairs. Staff will be working with the Project Manager from Les Jones Roofing regarding the transport of the structure down to their facility in Bloomington within the next couple of weeks.
- Included is the monthly summary from the Housing Resource Center (HRC) showing services provided to Shoreview residents through August 2011. The HRC recently closed on the 9<sup>th</sup> loan issued through the Shoreview Home Energy Improvement Loan Fund, with over \$128,000 loaned for home energy improvements.
- Attached is the monthly report on building permit activity from the Building Official through August 2011. Valuation is on the same pace as last year, with just over \$15 million.
- Applications scheduled to be considered by the Planning Commission at their September 27<sup>th</sup> meeting include variances, minor subdivisions, and the Stonehenge retail project.

**July 1, 2001 - August 31, 2011**

(1)	ENERGY ASSISTANCE DENOTES REFERRALS TO SOCIAL SERVICE AGENCIES THAT PROVIDE MONETARY ASSISTANCE FOR ENERGY EXPENSES.
(2)	HOME IMPROVEMENTS INCLUDES REFERRALS TO MHFA, PRIVATE LENDERS OR OTHERS FOR FINANCIAL INFORMATION ON HOME IMPROVEMENTS
(3)	RENTAL/EMERGENCY HOUSING ISSUES IS A NEW CATEGORY AND WAS COMBINED WITH OTHER IN PREVIOUS YEARS.

## Shoreview Home Energy Improvement Loan

[illegible]

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# CITY OF SHOREVIEW

## BUILDING INSPECTOR MONTHLY REPORT

### COMPARISON OF YEAR 2011 WITH 2010

	AUGUST 2011		TO DATE		2011		AUGUST 2010		TO DATE		2010	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS			8	\$2,889,000			2	\$988,000	7	\$2,290,000		
TOWNHOMES			0	\$0					0	\$0		
ADDITIONS			12	\$619,500			3	\$1,471,000	15	\$1,932,500		
GARAGES			4	\$49,500					3	\$32,000		
MISCELLANEOUS	64	\$474,559	556	\$3,051,557			97	\$703,840	562	\$3,504,833		
APARTMENTS			0	\$0					0	\$0		
OFFICES			0	\$0					0	\$0		
RETAIL			0	\$0					0	\$0		
INDUSTRIAL/WAREHOUSE			0	\$0					0	\$0		
PUBLIC BUILDINGS			0	\$0					0	\$0		
COMMERCIAL ADDITIONS			0	\$0					2	\$2,615,000		
COMMERCIAL ALTER	7	\$138,997	27	\$8,525,031			9	\$123,037	46	\$4,951,412		
<b>TOTAL</b>	<b>71</b>	<b>\$613,556</b>	<b>607</b>	<b>\$15,134,588</b>			<b>111</b>	<b>\$3,285,877</b>	<b>635</b>	<b>\$15,325,745</b>		

CC: CITY MANAGER  
 DIR. COMMUNITY DEV  
 MAYOR



TO: Terry Schwerm, City Manager

FROM: Jeanne A. Haapala, Finance Director

DATE: September 16, 2011

RE: Monthly Finance Report

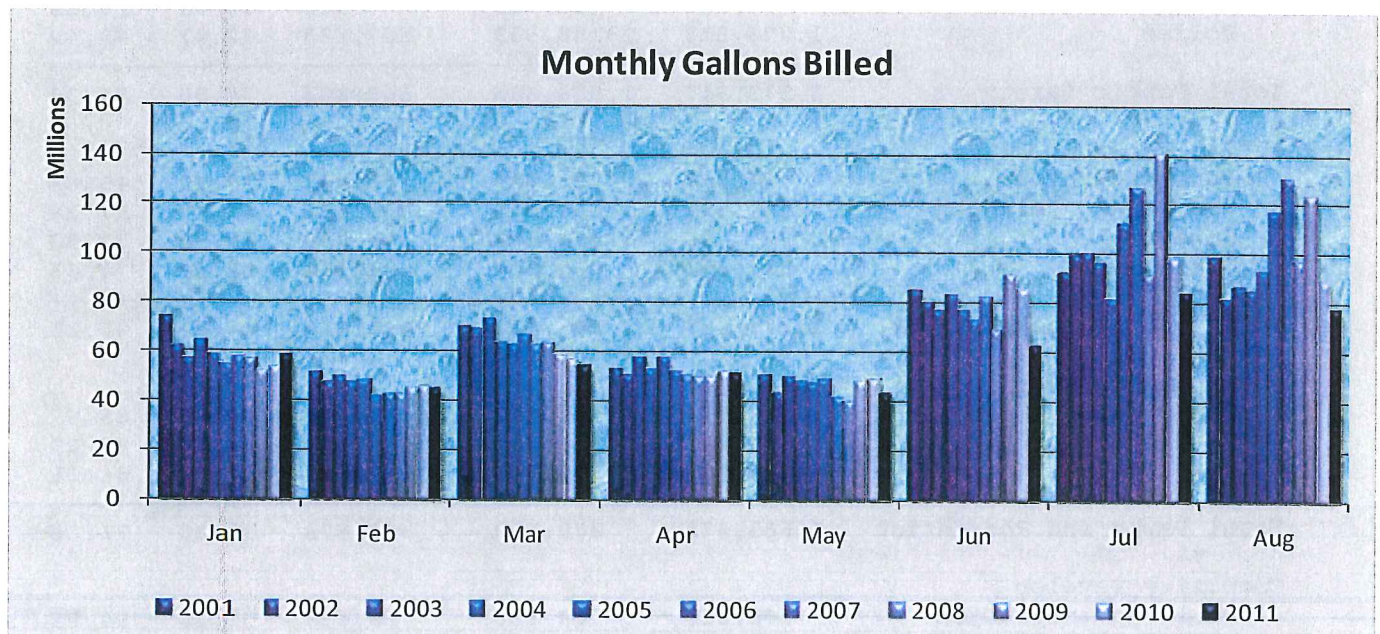


## 2011 Water Use

Water billed through August of this year is the lowest in 10-years, and is 6.9% below the next lowest year. The result is a larger net loss in the City's Water Fund for 2011, which sets the City back in its efforts to close the gap between water revenue and expense. As a result, the 2012 water rate adjustment will need to be higher than originally planned.

Although sales could rise a little in the next two billings due to the dry August and early September, the regular and significant rainfall throughout the summer is likely the biggest cause of lower water sales.

The graph below illustrates gallons billed each month from 2001 to this year. As shown, the gallons billed in nearly every month during 2011 are lower than any previous year. More information about utility rates will be presented to the City Council during upcoming budget workshops.



## Monthly Report

Attached is the monthly report for August of 2011.

**General Fund**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Property Taxes	6,345,734	3,317,570	3,028,164	52.28	51.04
Licenses & Permits	281,150	264,150	17,000	93.95	80.45
Intergovernmental	175,602	157,111	18,491	89.47	91.60
Charges for Services	1,132,240	226,581	905,659	20.01	76.28
Fines & Forfeits	42,500	16,256	26,244	38.25	43.89
Interest Earnings	50,000		50,000		
Miscellaneous	26,442	25,280	1,162	95.61	58.95
<b>TOTAL REVENUES</b>	<b>8,053,668</b>	<b>4,006,948</b>	<b>4,046,720</b>	<b>49.75</b>	<b>56.01</b>
<b>EXPENDITURES</b>					
General Government					
Administration	484,347	304,622	179,725	62.89	59.17
Communications	146,405	101,465	44,940	69.30	53.23
Council & commiss	144,144	87,107	57,037	60.43	60.39
Elections	3,100	2,983	117	96.22	50.38
Finance/accounting	537,718	351,366	186,352	65.34	64.51
Human Resources	237,953	137,869	100,084	57.94	
Information systems	279,182	179,246	99,936	64.20	66.97
Legal	107,000	43,706	63,294	40.85	58.86
<b>Total General Government</b>	<b>1,939,849</b>	<b>1,208,364</b>	<b>731,485</b>	<b>62.29</b>	<b>61.89</b>
Public Safety					
Emergency services	7,135	6,002	1,133	84.12	47.63
Fire	790,290	789,710	580	99.93	99.65
Police	1,776,522	1,108,933	667,589	62.42	63.42
<b>Total Public Safety</b>	<b>2,573,947</b>	<b>1,904,645</b>	<b>669,302</b>	<b>74.00</b>	<b>74.38</b>
Public Works					
Forestry/nursery	86,712	23,825	62,887	27.48	45.63
Pub Works Adm/Engin	418,097	264,946	153,151	63.37	57.19
Streets	757,376	364,114	393,263	48.08	72.82
Trail mgmt	113,852	32,538	81,314	28.58	74.63
<b>Total Public Works</b>	<b>1,376,037</b>	<b>685,423</b>	<b>690,614</b>	<b>49.81</b>	<b>67.21</b>
Parks and Recreation					
Municipal buildings	123,777	112,622	11,155	90.99	85.67
Park Maintenance	1,098,200	555,208	542,992	50.56	73.03
Park/Recreation Adm	459,495	311,769	147,726	67.85	64.15
<b>Total Parks and Recreation</b>	<b>1,681,472</b>	<b>979,600</b>	<b>701,872</b>	<b>58.26</b>	<b>71.26</b>
Community Develop					
Building inspection	148,810	88,330	60,480	59.36	64.95
Planning/zoning adm	377,994	235,445	142,549	62.29	64.41
<b>Total Community Develop</b>	<b>526,804</b>	<b>323,775</b>	<b>203,029</b>	<b>61.46</b>	<b>64.58</b>

**General Fund**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	8,098,109	5,101,807	2,996,302	63.00	69.35
OTHER					
Transfers In	476,451	56,017	420,434	11.76	
Transfers out	-432,010	-169,873	-262,137	39.32	79.61
TOTAL OTHER	44,441	-113,856	158,297	-256.20	79.61
Net change in fund equity		-1,208,715	1,732,989		
Fund equity, beginning		3,921,134			
Fund equity, ending		2,712,419			
Less invested in capital assets					
Net available fund equity		2,712,419			

**Recycling**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Intergovernmental	60,000	53,242	6,758	88.74	45.78
Charges for Services	403,500	233,182	170,318	57.79	52.39
TOTAL REVENUES	463,500	286,424	177,076	61.80	51.49
EXPENDITURES					
Public Works					
Recycling	443,173	225,177	217,996	50.81	60.92
Total Public Works	443,173	225,177	217,996	50.81	60.92
TOTAL EXPENDITURES	443,173	225,177	217,996	50.81	60.92
Net change in fund equity	20,327	61,247	-40,920		
Fund equity, beginning		59,671			
Fund equity, ending		120,918			
Less invested in capital assets					
Net available fund equity		120,918			

**STD Self Insurance**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	4,944	2,556	65.92	68.86
Interest Earnings	1,000		1,000		
TOTAL REVENUES	8,500	4,944	3,556	58.16	56.00
EXPENDITURES					
Miscellaneous					
Stort term disab	8,000	11,420	-3,420	142.75	40.63
Total Miscellaneous	8,000	11,420	-3,420	142.75	40.63
TOTAL EXPENDITURES	8,000	11,420	-3,420	142.75	40.63
Net change in fund equity	500	-6,476	6,976		
Fund equity, beginning		45,189			
Fund equity, ending		38,713			
Less invested in capital assets					
Net available fund equity		38,713			

**Community Center**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	2,209,820	1,523,049	686,771	68.92	64.52
Interest Earnings	12,900		12,900		
Miscellaneous		758	-758		
TOTAL REVENUES	2,222,720	1,523,807	698,913	68.56	64.13
EXPENDITURES					
Parks and Recreation					
Community center	2,373,809	1,483,447	890,362	62.49	59.56
Total Parks and Recreation	2,373,809	1,483,447	890,362	62.49	59.56
TOTAL EXPENDITURES	2,373,809	1,483,447	890,362	62.49	59.56
OTHER					
Transfers In	297,000	198,000	99,000	66.67	
Transfers out	-100,000		-100,000		
TOTAL OTHER	197,000	198,000	-1,000	100.51	
Net change in fund equity	45,911	238,360	7,551		
Fund equity, beginning		600,652			
Fund equity, ending		839,012			
Less invested in capital assets					
Net available fund equity		839,012			

**Recreation Programs**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,228,001	1,025,177	202,824	83.48	91.12
Interest Earnings	5,000		5,000		
Miscellaneous		20	-20		
TOTAL REVENUES	1,233,001	1,025,197	207,804	83.15	90.48
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	108,397	86,168	22,229	79.49	66.19
Aquatics	128,340	88,207	40,133	68.73	107.87
Community programs	109,178	66,591	42,587	60.99	68.07
Drop-in child care	51,872	40,949	10,923	78.94	65.79
Fitness programs	182,950	120,250	62,700	65.73	80.84
Gymnastics programs		873	-873		52.78
Park/Recreation Adm	305,147	164,721	140,426	53.98	62.83
Preschool programs	75,247	42,586	32,661	56.60	69.09
Summer Discovery	165,382	139,266	26,116	84.21	74.12
Youth/teen	69,290	45,549	23,741	65.74	92.20
Total Parks and Recreation	1,195,803	795,158	400,645	66.50	74.61
TOTAL EXPENDITURES	1,195,803	795,158	400,645	66.50	74.61
OTHER					
Transfers In	65,000		65,000		
Transfers out	-70,000	-56,667	-13,333	80.95	66.67
TOTAL OTHER	-5,000	-56,667	51,667	1,133.3	66.67
Net change in fund equity	32,198	173,372	-114,508		
Fund equity, beginning		407,898			
Fund equity, ending		581,270			
Less invested in capital assets					
Net available fund equity		581,270			

**Cable Television**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	270,000	142,387	127,613	52.74	51.39
Interest Earnings	3,000		3,000		
Miscellaneous	2,000	800	1,200	40.00	58.33
TOTAL REVENUES	275,000	143,187	131,813	52.07	50.86
EXPENDITURES					
General Government					
Cable television	149,760	92,756	57,004	61.94	105.77
Total General Government	149,760	92,756	57,004	61.94	105.77
TOTAL EXPENDITURES	149,760	92,756	57,004	61.94	105.77
OTHER					
Transfers out	-155,451	-46,017	-109,434	29.60	
TOTAL OTHER	-155,451	-46,017	-109,434	29.60	
Net change in fund equity	-30,211	4,414	184,243		
Fund equity, beginning		219,077			
Fund equity, ending		223,491			
Less invested in capital assets					
Net available fund equity		223,491			



**Econ Devel Auth/EDA**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Property Taxes	25,000	13,168	11,832	52.67	
TOTAL REVENUES	25,000	13,168	11,832	52.67	
EXPENDITURES					
Community Develop					
Econ Development-HRA	48,250	30,092	18,158	62.37	40.08
Total Community Develop	48,250	30,092	18,158	62.37	40.08
TOTAL EXPENDITURES	48,250	30,092	18,158	62.37	40.08
OTHER					
Transfers In	30,010	8,539	21,471	28.46	
TOTAL OTHER	30,010	8,539	21,471	28.46	
Net change in fund equity	6,760	-8,385	15,145		
Fund equity, beginning		174,651			
Fund equity, ending		166,266			
Less invested in capital assets					
Net available fund equity		166,266			

HRA Programs of EDA  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	60,000	30,554	29,446	50.92	48.09
TOTAL REVENUES	60,000	30,554	29,446	50.92	48.09
EXPENDITURES					
Community Develop					
Housing Programs-HRA	50,211	34,234	15,977	68.18	33.59
Total Community Develop	50,211	34,234	15,977	68.18	33.59
TOTAL EXPENDITURES	50,211	34,234	15,977	68.18	33.59
Net change in fund equity	9,789	-3,680	13,469		
Fund equity, beginning		13,968			
Fund equity, ending		10,288			
Less invested in capital assets					
Net available fund equity		10,288			

**Liability Claims**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,800		2,800		
Miscellaneous	20,000	3,260	16,740	16.30	1.97
TOTAL REVENUES	22,800	3,260	19,540	14.30	1.71
EXPENDITURES					
Miscellaneous					
Insurance Claims	30,000	26,990	3,010	89.97	21.56
Total Miscellaneous	30,000	26,990	3,010	89.97	21.56
TOTAL EXPENDITURES	30,000	26,990	3,010	89.97	21.56
Net change in fund equity	-7,200	-23,730	16,530		
Fund equity, beginning		175,040			
Fund equity, ending		151,310			
Less invested in capital assets					
Net available fund equity		151,310			

**Slice SV Event**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	20,000	24,818	-4,818	124.09	174.28
Miscellaneous	24,000	37,834	-13,834	157.64	219.11
TOTAL REVENUES	44,000	62,652	-18,652	142.39	196.69
EXPENDITURES					
General Government					
Slice of Shoreview	50,000	53,622	-3,622	107.24	99.87
Total General Government	50,000	53,622	-3,622	107.24	99.87
TOTAL EXPENDITURES	50,000	53,622	-3,622	107.24	99.87
OTHER					
Transfers In	10,000	10,000		100.00	100.00
TOTAL OTHER	10,000	10,000		100.00	100.00
Net change in fund equity	4,000	19,029	-15,029		
Fund equity, beginning		35,347			
Fund equity, ending		54,376			
Less invested in capital assets					
Net available fund equity		54,376			

**Water Fund**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Special Assessments		1,334	-1,334		
Intergovernmental		8,354	-8,354		
Utility Charges	2,254,500	1,090,483	1,164,017	48.37	52.37
Late fees		20,712	-20,712		
Water meters	3,500	3,855	-355	110.14	68.80
Other prop charges	7,500	7,851	-351	104.68	88.22
Interest Earnings	62,100		62,100		
Miscellaneous		210	-210		
TOTAL REVENUES	2,327,600	1,132,799	1,194,801	48.67	50.25
EXPENDITURES					
Proprietary					
Water operations	1,410,212	690,449	719,763	48.96	71.87
Total Proprietary	1,410,212	690,449	719,763	48.96	71.87
TOTAL EXPENDITURES	1,410,212	690,449	719,763	48.96	71.87
OTHER					
Depreciation	-605,200	-403,467	-201,733	66.67	66.67
Transfers out	-228,800		-228,800		100.00
GO Revenue bonds	-191,700	-194,953	3,253	101.70	93.94
TOTAL OTHER	-1,025,700	-598,419	-427,281	58.34	77.96
Net change in fund equity	-108,312	-156,070	902,319		
Fund equity, beginning		12,678,909			
Fund equity, ending		12,522,839			
Less invested in capital assets		9,427,325			
Net available fund equity		3,095,514			

**Sewer Fund**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		859	-859		
Intergovernmental		6,655	-6,655		
Charges for Services	200	134	66	66.90	4.33
Utility Charges	3,530,000	2,223,917	1,306,083	63.00	
Late fees		42,539	-42,539		
Facility/area chgs	3,000	1,375	1,625	45.83	39.29
Other prop charges	2,500	9,647	-7,147	385.88	735.00
Interest Earnings	36,000		36,000		
TOTAL REVENUES	3,571,700	2,285,126	1,286,574	63.98	28.63
EXPENDITURES					
Proprietary					
Sewer operations	3,001,558	1,737,671	1,263,887	57.89	80.64
Total Proprietary	3,001,558	1,737,671	1,263,887	57.89	80.64
TOTAL EXPENDITURES	3,001,558	1,737,671	1,263,887	57.89	80.64
OTHER					
Contributed Assets		1,548	-1,548		
Depreciation	-305,000	-203,333	-101,667	66.67	66.67
Transfers out	-190,800		-190,800		100.00
GO Revenue bonds	-64,950	-65,837	887	101.37	81.75
TOTAL OTHER	-560,750	-267,623	-293,127	47.73	77.43
Net change in fund equity	9,392	279,833	312,719		
Fund equity, beginning		7,178,611			
Fund equity, ending		7,458,444			
Less invested in capital assets		4,725,848			
Net available fund equity		2,732,596			

**Surface Water Mgmt**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		179	-179		
Intergovernmental		2,414	-2,414		
Utility Charges	960,600	610,641	349,959	63.57	
Late fees		9,418	-9,418		
Lake Impr Dist chgs	47,700	39,846	7,854	83.53	13.89
Other prop charges	5,000	4,070	930	81.40	106.20
Interest Earnings	24,000		24,000		
TOTAL REVENUES	1,037,300	666,569	370,731	64.26	15.05
EXPENDITURES					
Proprietary					
Snail lake aug.	32,053	4,790	27,263	14.94	49.41
Surface water oper	642,938	275,299	367,639	42.82	74.26
Total Proprietary	674,991	280,089	394,902	41.50	73.25
TOTAL EXPENDITURES	674,991	280,089	394,902	41.50	73.25
OTHER					
Depreciation	-208,000	-138,667	-69,333	66.67	66.67
Transfers out	-97,000		-97,000		100.00
GO Revenue bonds	-91,700	-89,724	-1,976	97.84	65.17
TOTAL OTHER	-396,700	-228,390	-168,310	57.57	70.12
Net change in fund equity	-34,391	158,089	144,139		
Fund equity, beginning		7,406,507			
Fund equity, ending		7,564,596			
Less invested in capital assets		6,135,855			
Net available fund equity		1,428,741			

**Street Light Utility**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Special Assessments		79	-79		
Utility Charges	363,000	232,897	130,103	64.16	
Late fees		4,046	-4,046		
Interest Earnings	3,000		3,000		
Miscellaneous	500		500		
<b>TOTAL REVENUES</b>	<b>366,500</b>	<b>237,022</b>	<b>129,478</b>	<b>64.67</b>	<b>17.72</b>
<b>EXPENDITURES</b>					
Proprietary					
Street lighting	241,923	148,911	93,012	61.55	65.80
<b>Total Proprietary</b>	<b>241,923</b>	<b>148,911</b>	<b>93,012</b>	<b>61.55</b>	<b>65.80</b>
Capital Outlay					
Capital projects		642	-642		
<b>Total Capital Outlay</b>		<b>642</b>	<b>-642</b>		
<b>TOTAL EXPENDITURES</b>	<b>241,923</b>	<b>149,553</b>	<b>92,370</b>	<b>61.82</b>	<b>65.80</b>
<b>OTHER</b>					
Depreciation	-46,000	-30,667	-15,333	66.67	66.67
Transfers out	-12,600		-12,600		100.00
<b>TOTAL OTHER</b>	<b>-58,600</b>	<b>-30,667</b>	<b>-27,933</b>	<b>52.33</b>	<b>71.43</b>
Net change in fund equity	65,977	56,802	65,042		
Fund equity, beginning		711,201			
Fund equity, ending		768,003			
Less invested in capital assets		432,561			
Net available fund equity		335,442			



**Central Garage Fund**  
For Year 2011 Through The Month Of August

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Property Taxes	98,000	51,617	46,383	52.67	
Intergovernmental		120,715	-120,715		
Cent Garage chgs	1,109,816	1,218	1,108,598	.11	100.05
Interest Earnings	16,000		16,000		
TOTAL REVENUES	1,223,816	173,550	1,050,266	14.18	98.62
EXPENDITURES					
Proprietary					
Central garage oper	562,782	341,109	221,673	60.61	54.52
Service center oper		-1,821	1,821		72.96
Total Proprietary	562,782	339,288	223,494	60.29	54.72
Capital Outlay					
Central garage oper		264,154	-264,154		239.63
Total Capital Outlay		264,154	-264,154		239.63
TOTAL EXPENDITURES	562,782	603,442	-40,660	107.22	77.50
OTHER					
Sale of Asset	30,000	50,702	-20,702	169.01	64.36
Transfers In	180,600		180,600		
Depreciation	-646,000	-430,667	-215,333	66.67	66.67
Transfers out	-14,500		-14,500		
GO CIP bonds	-248,335	-345,325	96,990	139.06	
TOTAL OTHER	-698,235	-725,290	27,055	103.87	65.32
Net change in fund equity	-37,201	-1,155,183	1,383,668		
Fund equity, beginning		3,428,865			
Fund equity, ending		2,273,682			
Less invested in capital assets		3,228,575			
Net available fund equity		-954,893			

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 08-31-11

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
CERTIFICATE DEPOSIT							
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1,040	Dain Rauscher Investment Services	CD	1,095	12-12-08	12-12-11	99,000.00	4.200000
1,111	Morgan Stanley Smith Barney LLC	CD	363	12-16-10	12-14-11	248,000.00	.450000
1,113	Morgan Stanley Smith Barney LLC	CD	364	12-22-10	12-21-11	249,000.00	.350000
1,114	Morgan Stanley Smith Barney LLC	CD	364	12-22-10	12-21-11	249,000.00	.350000
1,112	Morgan Stanley Smith Barney LLC	CD	365	12-22-10	12-22-11	249,000.00	.400000
1,115	Morgan Stanley Smith Barney LLC	CD	365	12-22-10	12-22-11	248,000.00	.450000
1,116	Morgan Stanley Smith Barney LLC	CD	365	12-23-10	12-23-11	248,000.00	.500000
1,118	Morgan Stanley Smith Barney LLC	CD	365	12-29-10	12-29-11	248,000.00	.350000
1,060	Morgan Stanley Smith Barney LLC	CD	1,097	02-25-09	02-27-12	96,000.00	2.994500
1,061	Morgan Stanley Smith Barney LLC	CD	1,097	02-25-09	02-27-12	96,000.00	2.994500
1,062	Morgan Stanley Smith Barney LLC	CD	1,097	02-25-09	02-27-12	96,000.00	2.994500
1,063	Morgan Stanley Smith Barney LLC	CD	1,097	02-25-09	02-27-12	96,000.00	3.044400
1,064	Morgan Stanley Smith Barney LLC	CD	1,095	02-27-09	02-27-12	96,000.00	3.050000
1,075	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	150,000.00	2.445500
1,076	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	150,000.00	2.395600
1,077	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	245,000.00	2.395600
Total Number Of Investments: 16						2,863,000.00	
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FEDERAL HOME LN BK							
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1,039	Dain Rauscher Investment Services	FH	2,891	10-27-08	09-26-16	519,006.84	5.605700
1,126	Morgan Stanley Smith Barney LLC	FH	2,649	07-26-11	10-26-18	550,000.00	3.186300
1,125	Morgan Stanley Smith Barney LLC	FH	2,922	07-19-11	07-19-19	600,000.00	3.435100
1,103	Morgan Stanley Smith Barney LLC	FH	32,66	09-23-10	09-23-2020	500,000.00	3.547100
1,128	Morgan Stanley Smith Barney LLC	FH	3,653	08-25-11	08-25-2021	550,000.00	3.547100
Total Number Of Investments: 5						2,719,006.84	
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FEDERAL NATL MTG							
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1,108	Dain Rauscher Investment Services	FN	5,479	12-01-10	09-01-11	600,000.00	.999100
1,067	Morgan Stanley Smith Barney LLC	FN	1,826	05-01-09	05-01-14	700,000.00	2.948400
1,098	Wells Fargo Brokerage Services	FN	1,826	08-10-10	08-10-15	500,000.00	1.998900
1,122	Wells Fargo Brokerage Services	FN	1,607	03-17-11	08-10-15	462,000.00	2.044200
1,102	Dain Rauscher Investment Services	FN	32,63	08-25-10	07-27-2020	611,358.07	3.474700
1,104	Morgan Stanley Smith Barney LLC	FN	32,66	09-29-10	09-29-2020	600,000.00	3.622000
1,106	Morgan Stanley Smith Barney LLC	FN	32,66	10-28-10	10-28-2020	500,000.00	3.597000
1,109	Dain Rauscher Investment Services	FN	3,653	12-09-10	12-09-2020	600,000.00	3.946800
1,054	Dain Rauscher Investment Services	FN	4,682	01-20-09	11-15-2021	535,206.68	5.700700

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 08-31-11

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
1,095	Dain Rauscher Investment Services	FN	-32,1	07-14-10	07-14-2022	601,200.00	4.496900
1,097	Dain Rauscher Investment Services	FN	4,381	07-30-10	07-28-2022	652,600.00	4.894700
1,105	Dain Rauscher Investment Services	FN	5,465	10-13-10	09-29-2025	661,980.00	4.174300
1,107	Dain Rauscher Investment Services	FN	-31,0	11-18-10	11-18-2025	800,000.00	4.996400
1,121	Dain Rauscher Investment Services	FN	5,479	01-28-11	01-28-2026	500,000.00	5.529300
1,123	Dain Rauscher Investment Services	FN	-31,0	06-30-11	06-30-2026	1,000,000.00	4.829800
1,124	Dain Rauscher Investment Services	FN	5,479	06-30-11	06-30-2026	219,000.00	4.829800
1,066	Dain Rauscher Investment Services	FN	-29,8	04-20-09	06-15-2027	549,528.74	6.434800
Total Number Of Investments: 17						10,092,873.49	

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FED HM MORTG POOL

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1,127	Dain Rauscher Investment Services	HP	3,653	07-29-11	07-29-2021	500,000.00	3.996700
1,065	Dain Rauscher Investment Services	HP	4,743	03-27-09	03-22-2022	1,017,349.36	5.502400
1,096	Dain Rauscher Investment Services	HP	-32,1	07-27-10	07-27-2022	500,000.00	4.496900
1,110	Dain Rauscher Investment Services	HP	4,247	12-10-10	07-27-2022	602,400.00	4.640900
Total Number Of Investments: 4						2,619,749.36	

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Sub-Total Of Investments: 18,294,629.69

4M Municipal Money Mkt Fund	2,312,496.71
2002 COP Debt Service Reserve	4,620.00
GMHC Savings Acct USBank	72,692.00
4M Fund - Hockey Escrow	185,006.16
Western Asset Govt MM Fund	1,729,879.73

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GRAND TOTAL OF CASH & INVESTMENTS: 22,599,324.29

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TO: MAYOR, CITY COUNCIL AND CITY MANAGER  
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR  
DATE: SEPTMEBER 19, 2011  
SUBJ: PUBLIC WORKS MONTHLY REPORT

### **MAINTENANCE ACTIVITIES**

#### **Utilities Maintenance –**

Utility Crews are inspecting and performing routine maintenance and general repairs to wells and lift stations, the booster station and towers. They have been mowing and grooming turf areas around wells lift stations and towers. Crews respond to location requests each day, by marking underground utilities within proposed excavation areas. They also continue collecting and analyzing water samples as required by MDH.

Utility Crews have also been inspecting manholes and exercising gate valves. From these inspections and exercising they compile a list of necessary repairs. They have been working on repairs from their list.

#### **Street Maintenance –**

Street Crews continue to sweep streets, mow boulevards and mow maintenance strips along trails as the weather permits. General sign maintenance is ongoing and the crews have also been painting crosswalks as well as other necessary pavement markings.

Street crews have been repairing catch basins and cleaning sumps. They continue trimming and cutting trees in and around ponds and pond areas. Crews are also spot patching and repairing streets as needed.

Streets and Utilities crews have been working together to mill and patch streets and repair utilities in next year's seal coat area.

#### **DOC Crews –**

Crews spend time each day cleaning the Maintenance Facility. They maintain the yard and the grounds around the buildings. They have been replacing and repairing boards along the boardwalk along County Road I. They are working along trails, trimming trees and general cleanup as needed. As time permits they are painting hydrants throughout the City.



**PROJECT UPDATES****Hawes, Rustic, Demar Reconstruction Project 10-01**

The planting of all the rain gardens and all other work has been completed.

**Milton Street Stormwater Improvements Project 10-05**

The planting of the filter beds and all other work has been completed.

**2011 Sanitary Sewer Lining, Project 11-03**

All of the lining work has been completed for the project.

**MSA Street Rehabilitation, Project 11-08**

The contractor has completed all of the storm water work and pavement milling associated with the project. They are currently reclaiming the existing asphalt that remained after the milling and mixing it with the aggregate base material. Once the reclaiming is complete they will mix the reclaimed material with an asphalt emulsion to create a stabilized base. The current schedule is for the final lift of paving to be placed sometime during the week of October 3<sup>rd</sup>. All aspects of the project should be completed by the end of October.

**Buffalo Lane Reconstruction, Project 11-09**

All of the utility work has been completed and the concrete curb and gutter has been installed. Next week the contractor will start restoring the disturbed areas behind the curb and install the base course of asphalt. The project remains on schedule for completion in October.

**Sanitary Sewer and Storm Sewer Rehabilitation Project 10-02**

Bids were received for this project on September 14, 2011. Once a contract is awarded a pre-construction meeting will be set up to discuss logistics and schedule for the project.

**2011 Street Light Replacements, Project 11-07**

The new street lights have been installed at all locations. They have been inspected and XCEL as energized the City power pedestals. All lights are working.





**Water System Improvements, Project 11-05**

The contract has been awarded and the Contractor plans to start construction in September. A section of watermain will be directionally bored from the intersection of Tomlyn Avenue and Churchill Street to just south of Carmel Court. This work needs to be done to loop the two systems, which will improve the overall performance of the distribution system by equalizing flow and pressure and also improve fire flow.

REGULAR COUNCIL MEETING  
SEPTEMBER 19, 2011



TO: MAYOR AND COUNCILMEMBERS

FROM: JERRY HAFFEMAN, PARKS & RECREATION DIRECTOR

DATE: SEPTEMBER 12, 2011

RE: MONTHLY REPORT

### **DEPARTMENT ACTIVITY**

All of the summer recreation activities have concluded for the year. Fall sports such as soccer and softball have begun and teams are using a few of our parks. The parks maintenance crew is working on fall maintenance projects such as aerating and fertilizing the sports fields. In the fall the sports fields are prepped for the next spring because the spring sports season often starts before the frost leaves the ground. The tennis and basketball courts at Shamrock Park will be color coated this fall.

The chiller for the Community Center and City Hall will be replaced in October. The pool shutdown is on schedule and we will fill the pool on September 13<sup>th</sup>. The water will warm up so we can open on September 17, 2011 as scheduled. The replacement filtration equipment for the hot tub has been installed and will provide a better experience for our customers. However, the heater has not been delivered so the hot tub area will not open until next week. The new counters in the pool locker rooms have been installed and the rimless sink design will look better and be easier to maintain.

### **MAINTENANCE**

August was another busy month for the Parks Maintenance crew. Shoreview Commons, Rice Creek Fields and Shamrock Park are the fields being utilized for fall leagues this year, so the crew has begun the work of repairing other fields. They will be placing clay in the batters boxes, repairing the mounds and adding ag-lime to smooth out the edges.

The crew continues to mow all turf areas at least once a week and the athletic fields are mowed twice a week. The grass clippings were swept at Bucher and Shamrock parks this past month. The turf was aerated at Shoreview Commons, Community Center and library and the soccer and ball field at Commons have been over seeded. The crew has started trimming shrubs at the Community Center and the DOC crew has been pulling weeds at the Community Center and along Highway 96. Repairs were made to the irrigation systems at Commons, Community Center, Highway 96, Rice Creek Fields and library.

Currently only Commons and Shamrock Park ballfields are dragged and lined on a daily basis and the ballfields at Rice Creek Fields are dragged each Friday for weekend play. The fields at Rice Creek Fields are checked every day to see if any practices have used the fields. The crew continues to cut and paint the lines on three full sized soccer fields and ten modified size soccer fields on a weekly basis. The crew made repairs to the scoreboards at Rice Creek Fields twice last month. The contractor continues to work on the concession room at Sitzer Park and he may

finish this month, with only one item left to do. The crew replaced the polycarbonate windows at Wilson Park because they were so scratched you could not see out of them. Two end panels on the playground at Bucher Park were replaced.

The crew continues to pick up trash on a daily basis at the Community Center, library and the parks. The trash receptacles are dumped on an as needed basis. The pavilion is checked daily for outside use and is cleaned before and after each rental. The restrooms at Rice Creek Fields are cleaned every Monday.

### **COMMUNITY CENTER/CITY HALL MAINTENANCE ACTIVITIES**

The crew has been busy keeping the building on its cleaning schedule. Now that the Summer Discovery program is done for the summer the crew has been busy cleaning carpeting. They cleaned room 204, the entire main area on the upper level and the Parks & Recreation offices as well as the rugs for the preschool room. The floor in the preschool room has been stripped and waxed. The maintenance staff have been busy cleaning after projects from the pool shutdown are completed.

### **RECREATION PROGRAMS**

Summer registration numbers are in and participation decreased slightly from 2010. The weather impacted several of our events which resulted in reduced attendance at the movies and concert series. The majority of our summer recreation programs were well attended and close to 2010 numbers. On-line registration is continuing to increase.

<b>Summer Participation</b>	<b>2011</b>	<b>2010</b>	<b>2009</b>
Adult Enrichment	11	20	181
Fitness	865	865	853
Adult Sports	33	25	33
Aquatics	1253	1208	1173
Childcare (Summer Discovery)	202	215	212
Special Events (estimated)	4925	5400	3935
Summer Camps	535	542	478
Youth Programs	512	310	517
Youth Sports	621	632	623
<b>Total</b>	<b>8957</b>	<b>9217</b>	<b>8005</b>
<b>Summer On-line Registrations</b>	<b>2187</b>	<b>1806</b>	<b>1370</b>

Fall program registration is going well and currently there are more than 2,100 participants registered. Fitness classes began on September 12th and water exercise and swim lessons begin September 19th. Kids Corner Preschool teachers opened the doors to 99 students during the week of September 12th. The teachers have planned a year of activities designed to prepare preschoolers for kindergarten.

The Farmers' Market vendors are rolling out their fall products. The final Farmers' Market of the season is October 25th where we will be serving pumpkin bars.

The **Touch-a-Truck** and the **Kids' Garage Sale** are scheduled for Saturday, October 8 from 9:00 a.m.-12:00 p.m. in the Community Center's lower level parking lot and pavilion. Youth can rent a table for \$15 and sell all the toys and gadgets that they have outgrown. Touch-a-Truck is always a popular event. Kids and adults alike are fascinated by fire trucks, police cars, ambulances, snow plows, and more.

### **COMMUNITY CENTER**

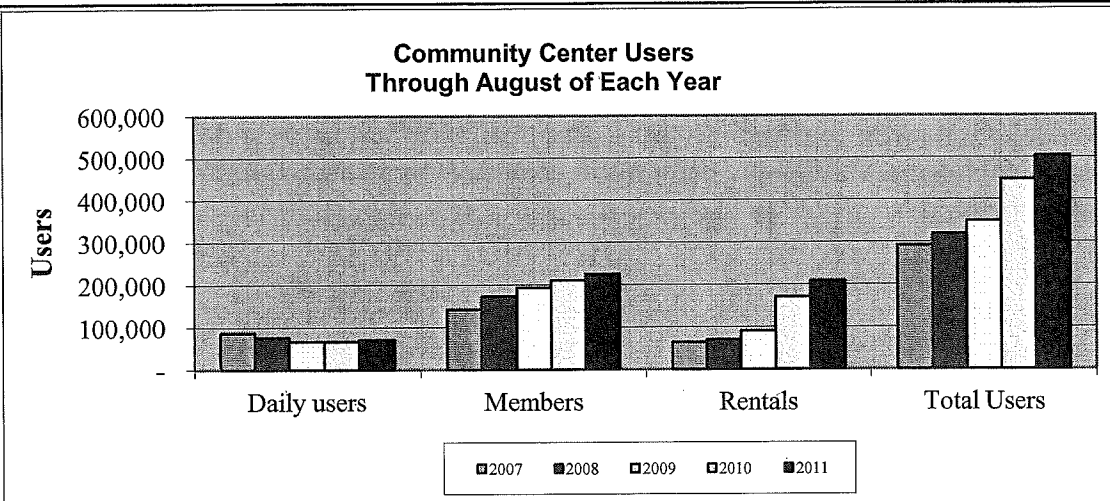
The Community Center remained a popular destination for young children before the start of the school year. Daily admission revenue increased 30% compared to August, 2010. There was more than a 100% increase (from 505 to 1,100) in the number of pool/playground group users from 2010 to 2011. Overall the summer of 2011 had 15% more pool and playground groups than the summer of 2010 with over 199,000 riders down the waterslide this year.

There were six celebrations booked in the pavilion. The pavilion also hosted various summer camps every week day with Summer Discovery eating lunch in between camp sessions. The concerts on Wednesday evenings and Friday night movies kept the pavilion occupied most hours of the week. Staff had to work very efficiently to get the facility cleaned and make the proper set up changes within a very small time frame. There were 12 wedding receptions held in the banquet rooms and 32 birthday parties in the birthday party rooms and meeting rooms. Rental revenue increased over 10% this summer compared to summer 2010.

Memberships remain strong with more than 3,000 new memberships being sold this August with over 50% being annual resident memberships. Retention this month was almost 100% with only 4 memberships being cancelled out of 334 current memberships. Staff is preparing for the new membership category "Silver Sneakers". This membership is for participants 65 years and older with specific health insurance. The membership is free to eligible customers and the Community Center is paid \$3.00 for every visit from participating members up to a maximum of \$30.00 per individual, per month.

**Community Center Activity Year-to-date  
Through August Each Year**

	2007	2008	2009	2010	2011
<b>Number of Users:</b>					
Daily users	86,563	75,957	66,057	66,352	70,683
Members	141,294	172,686	193,445	210,975	225,059
Rentals	63,371	69,599	89,958	170,596	208,262
Total Users	291,228	318,242	349,460	447,923	504,004
<b>Revenue:</b>					
Admissions	\$ 359,629	\$ 367,984	\$ 409,233	\$ 389,607	\$ 442,368
Memberships-annual	229,250	282,955	397,408	501,325	564,477
Memberships-seasonal	125,153	97,223	78,343	65,978	66,826
Room rentals	131,944	143,957	138,397	151,481	171,870
Wave Café	113,162	108,855	116,080	127,915	144,624
Commissions	11,715	2,233	3,132	6,084	6,771
Locker/vending/video	25,490	23,212	19,883	20,383	18,522
Merchandise	4,384	5,895	7,247	8,126	10,380
Other miscellaneous	2,256	1,524	421	852	983
Building charge	87,000	88,000	94,000	93,000	97,000
Transfers in	106,668	126,664	204,800	206,672	198,000
Total Revenue	1,196,651	1,248,502	1,468,944	1,571,423	1,721,821
<b>Expenditures:</b>					
Personal services	807,189	816,945	836,938	850,395	867,109
Supplies	251,968	262,543	247,147	247,810	276,452
Contractual	258,471	276,514	312,602	309,789	339,887
Total Expenditures	1,317,628	1,356,002	1,396,687	1,407,994	1,483,448
Rev less Exp Year-to-date	\$ (120,977)	\$ (107,500)	\$ 72,257	\$ 163,429	\$ 238,373



\* Rental users in 2010 and later years include Summer Discovery Prgm

t/data/excel/comm cntr/Monthly report 2011

**Community Center Monthly Activity  
For the Year 2010**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Number of Users:</b>													
Daily users	12,396	8,244	10,145	5,086	6,293	7,811	8,478	7,899	2,600	5,189	6,669	7,974	88,784
Members	32,569	30,039	30,018	24,351	22,682	23,343	23,406	24,567	20,281	23,593	26,860	26,695	308,404
Rentals	16,552	14,271	16,027	14,710	16,223	30,877	29,480	32,456	14,120	16,373	13,243	16,302	230,634
Total Users	61,517	52,554	56,190	44,147	45,198	62,031	61,364	64,922	37,001	45,155	46,772	50,971	627,822
<b>Revenue:</b>													
Admissions	\$ 55,503	\$ 47,668	\$ 54,719	\$ 31,183	\$ 35,032	\$ 40,977	\$ 50,122	\$ 38,742	\$ 18,995	\$ 25,431	\$ 33,763	\$ 42,844	474,979
Indoor playground	7,028	6,623	6,012	2,611	2,846	4,446	2,790	3,305	620	2,541	3,920	4,650	47,392
Memberships	111,690	75,142	68,524	57,725	61,958	61,663	64,227	66,374	78,838	75,158	121,981	197,214	1,040,494
Room rentals	18,519	27,898	14,573	19,724	22,695	16,744	18,713	12,615	23,057	16,713	16,852	12,561	220,664
Wave Café	18,052	17,720	18,813	14,915	13,174	15,261	14,708	15,272	9,617	11,457	13,834	13,993	176,816
Commissions	870	1,051	-	658	-	1,375	1,367	763	1,967	1,356	227	993	10,627
Locker/vending/video	1,317	2,387	4,880	4,296	1,239	2,101	2,802	1,361	4	3,262	948	4,873	29,470
Merchandise	730	932	903	1,147	790	1,043	1,400	1,181	312	711	715	792	10,656
Other miscellaneous	(90)	67	25	(790)	1,025	30	414	171	89	80	183	733	1,937
Building charge	-	-	-	-	-	93,000	-	-	-	-	-	1,415	94,415
Interest	-	-	-	-	-	-	-	-	-	-	-	8,017	8,017
Transfers in	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,826	310,000
Total Revenue	239,453	205,322	194,283	157,303	164,593	262,474	182,377	165,618	159,333	162,543	218,257	313,911	2,425,467
<b>Expenditures:</b>													
Personal services	87,881	107,137	99,770	97,359	97,921	97,380	157,769	105,178	95,479	100,266	101,590	171,533	1,319,263
Supplies	13,838	38,074	39,579	27,156	36,732	32,132	30,501	29,798	35,361	28,190	24,843	69,341	405,545
Contractual	5,022	26,404	63,856	28,989	51,368	39,593	36,322	58,235	48,831	60,881	30,144	95,219	544,864
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	106,741	171,615	203,205	153,504	186,021	169,105	224,592	193,211	179,671	189,337	156,577	336,093	2,269,672
Rev less Exp (monthly)	\$ 132,712	\$ 33,707	\$ (8,922)	\$ 3,799	\$ (21,428)	\$ 93,369	\$ (42,215)	\$ (27,593)	\$ (20,338)	\$ (26,794)	\$ 61,680	\$ (22,182)	\$ 155,795
Rev less Exp (ytd)	\$ 132,712	\$ 166,419	\$ 157,497	\$ 161,296	\$ 139,868	\$ 233,237	\$ 191,022	\$ 163,429	\$ 143,091	\$ 116,297	\$ 177,977	\$ 155,795	

**Community Center Monthly Activity  
For the Year 2009**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Number of Users:</b>													
Daily users	9,610	7,464	9,165	7,017	5,860	7,901	9,881	9,159	3,577	5,279	5,899	7,507	88,319
Members	27,501	27,501	26,804	23,626	21,709	22,735	21,940	21,629	18,469	22,758	24,274	25,438	284,384
Rentals	6,099	8,602	8,090	9,163	12,256	16,147	12,461	17,140	9,416	11,801	10,388	13,685	135,248
<b>Total Users</b>	<b>43,210</b>	<b>43,567</b>	<b>44,059</b>	<b>39,806</b>	<b>39,825</b>	<b>46,783</b>	<b>44,282</b>	<b>47,928</b>	<b>31,462</b>	<b>39,838</b>	<b>40,561</b>	<b>46,630</b>	<b>507,951</b>
<b>Revenue:</b>													
Admissions	\$ 52,646	\$ 47,894	\$ 66,746	\$ 39,178	\$ 32,471	\$ 56,406	\$ 56,411	\$ 57,481	\$ 18,269	\$ 30,717	\$ 42,707	\$ 47,506	548,432
Memberships	100,818	58,678	52,866	52,060	47,969	57,264	49,603	56,493	58,716	74,398	101,751	188,793	899,409
Room rentals	22,190	14,814	19,403	18,799	13,811	16,577	11,802	21,001	19,810	20,122	19,396	21,327	219,052
Wave Café	15,222	14,660	17,049	11,631	11,207	15,565	15,578	15,168	8,545	11,673	13,864	12,924	163,086
Commissions	-	-	-	-	-	-	3,132	-	2,442	3,362	213	-	9,149
Locker/vending/video	1,254	2,191	4,324	4,092	651	2,852	2,397	2,122	2,997	3,424	1,358	4,796	32,458
Merchandise	671	307	471	1,066	974	1,174	1,439	1,145	398	530	866	536	9,577
Other miscellaneous	17	(35)	257	34	(92)	226	(235)	249	124	193	89	517	1,344
Building charge	-	-	-	-	-	94,000	-	-	-	-	-	(4,118)	89,882
Interest	-	-	-	-	-	-	-	-	-	-	-	8,171	8,171
Transfers in	25,600	25,600	25,600	25,600	25,600	25,600	25,600	25,600	25,600	25,600	25,600	28,400	310,000
<b>Total Revenue</b>	<b>218,418</b>	<b>164,109</b>	<b>186,716</b>	<b>152,460</b>	<b>132,591</b>	<b>269,664</b>	<b>165,727</b>	<b>179,259</b>	<b>136,901</b>	<b>170,019</b>	<b>205,844</b>	<b>308,852</b>	<b>2,290,560</b>
<b>Expenditures:</b>													
Personal services	90,601	98,542	99,397	95,421	97,379	105,606	145,931	104,061	90,329	100,844	93,220	166,583	1,287,914
Supplies	1,012	51,523	40,949	36,563	32,550	22,016	31,924	30,610	26,441	23,121	32,647	62,683	392,039
Contractual	657	34,418	45,178	37,487	34,181	56,791	59,585	44,305	41,912	48,526	41,841	62,162	507,043
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>92,270</b>	<b>184,483</b>	<b>185,524</b>	<b>169,471</b>	<b>164,110</b>	<b>184,413</b>	<b>237,440</b>	<b>178,976</b>	<b>158,682</b>	<b>172,491</b>	<b>167,708</b>	<b>291,428</b>	<b>2,186,996</b>
Rev less Exp (monthly)	\$ 126,148	\$ (20,374)	\$ 1,192	\$ (17,011)	\$ (31,519)	\$ 85,251	\$ (71,713)	\$ 283	\$ (21,781)	\$ (2,472)	\$ 38,136	\$ 17,424	\$ 103,564
Rev less Exp (ytd)	\$ 126,148	\$ 105,774	\$ 106,966	\$ 89,955	\$ 58,436	\$ 143,687	\$ 71,974	\$ 72,257	\$ 50,476	\$ 48,004	\$ 86,140	\$ 103,564	



**Community Center Monthly Activity  
For the Year 2011**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Number of Users:</b>													
Daily users	9,573	8,554	12,733	7,331	6,918	8,510	9,591	7,473	-	-	-	-	70,683
Members	33,665	30,575	34,019	29,225	25,468	24,211	24,352	23,544	-	-	-	-	225,059
Rentals	16,013	14,571	17,692	15,947	17,757	40,042	34,573	51,667	-	-	-	-	208,262
Total Users	59,251	53,700	64,444	52,503	50,143	72,763	68,516	82,684	-	-	-	-	504,004
<b>Revenue:</b>													
Admissions	\$ 54,768	\$ 50,219	\$ 82,024	\$ 37,760	\$ 32,531	\$ 48,104	\$ 57,434	\$ 41,854	\$ -	\$ -	\$ -	\$ -	404,694
Indoor playground	6,646	4,955	8,340	4,691	3,281	4,545	3,033	2,183	-	-	-	-	37,674
Memberships	134,134	82,408	85,134	64,611	61,088	69,882	64,747	69,299	-	-	-	-	631,303
Room rentals	22,729	19,569	29,892	16,023	24,736	20,859	19,322	18,740	-	-	-	-	171,870
Wave Café	20,526	18,871	25,987	17,064	15,650	15,441	16,165	14,920	-	-	-	-	144,624
Commissions	-	143	850	-	1,366	698	2,561	1,153	-	-	-	-	6,771
Locker/vending/video	(1,194)	3,591	2,745	3,128	2,566	3,560	3,243	883	-	-	-	-	18,522
Merchandise	1,006	1,018	1,492	1,340	948	1,826	1,546	1,204	-	-	-	-	10,380
Other miscellaneous	(80)	75	27	32	757	39	83	50	-	-	-	-	983
Building charge	-	-	-	-	-	97,000	-	-	-	-	-	-	97,000
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	-	-	-	-	198,000
Total Revenue	263,285	205,599	261,241	169,399	167,673	286,704	192,884	175,036	-	-	-	-	1,721,821
<b>Expenditures:</b>													
Personal services	84,388	104,891	105,118	99,020	100,804	107,397	156,509	108,982	-	-	-	-	867,109
Supplies	30,153	36,056	44,170	42,162	34,276	33,351	29,123	27,161	-	-	-	-	276,452
Contractual	21,270	31,672	36,485	42,242	48,682	51,876	63,436	44,224	-	-	-	-	339,887
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	135,811	172,619	185,773	183,424	183,762	192,624	249,068	180,367	-	-	-	-	1,483,448
Rev less Exp (monthly)	\$ 127,474	\$ 32,980	\$ 75,468	\$ (14,025)	\$ (16,089)	\$ 94,080	\$ (56,184)	\$ (5,331)	\$ -	\$ -	\$ -	\$ -	\$ 238,373
Rev less Exp (ytd)	\$ 127,474	\$ 160,454	\$ 235,922	\$ 221,897	\$ 205,808	\$ 299,888	\$ 243,704	\$ 238,373	\$ 238,373	\$ 238,373	\$ 238,373	\$ 238,373	



## MOTION SHEET

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

To approve the following payment of bills as presented by the finance department.

Date	Description	Amount
9/6/2011	Accounts payable	\$ 189,127.49
9/8/2011	Accounts payable	\$ 348,658.33
9/12/2011	Accounts payable	\$ 87,304.04
9/14/2011	Accounts payable	\$ 1,148.27
9/15/2011	Accounts payable	\$ 167,537.74
9/19/2011	Accounts payable	\$ 235,701.08
<b>Sub-total Accounts Payable</b>		<b>\$ 1,029,476.95</b>
9/9/2011	Payroll 123267 to 123318 953602 to 953784	\$155,652.11
<b>Sub-total Payroll</b>		<b>\$ 155,652.11</b>
<b>TOTAL</b>		<b>\$ 1,185,129.06</b>

ROLL CALL:	AYES	NAYS
Huffman		
Quigley		
Wickstrom		
Withhart		
Martin		

9/19/2011



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
WORKNEH, HIWOT	FACILITY REFUND	220	22040				-\$250.00	-\$250.00
4IMPRINT	PRESCHOOL SCHOOL BAGS	225	43555	2170			\$216.41	\$216.41
ALLIED WASTE SERVICES #899	SERVICES FOR SLICE	270	40250	2180			\$690.77	\$690.77
BRIAN PETERSON	MARKET ENTERTAINMENT	225	43590	3174			\$25.00	\$25.00
C W HOULE INC.	BUFFALO LN, CP11-09, PAYMENT NO.1	568	47000	5900			\$172,198.62	\$172,198.62
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590			\$766.10	\$766.10
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590			\$ .89	\$ .89
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590			\$439.29	\$439.29
FIRST STUDENT, INC	AUGUST 24 FIELD TRIP BUSSING	225	43535	3190			\$456.00	\$456.00
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: AUGUST 2011	101	20416				\$351.55	\$351.55
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.20	\$17.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.20	\$17.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.20	\$17.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.99	\$16.99
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.01	\$17.01
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.22	\$17.22
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.21	\$17.21
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.21	\$17.21
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.21	\$17.21
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.21	\$17.21
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.21	\$17.21
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.21	\$17.21
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.00	\$17.00
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.00	\$17.00
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
MAD SCIENCE OF MN	SUMMER DISCOVERY FIELD TRIP	225	43535	3190			\$250.00	\$250.00
MADISON NATIONAL LIFE	LONG TERM DISABILITY INSUR: AUGUST 2011	101	20412				\$1,719.49	\$1,719.49
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: AUGUST 2011	101	40500	4890			\$102.87	\$411.48
		220	43800	4890			\$102.87	
		601	45050	4890			\$102.87	
		602	45550	4890			\$102.87	
MOUNDS VIEW PUBLIC SCHOOLS	DISTRICT FACILITY FEES (KAULS & V.HILLS)	225	43510	3190			\$759.60	\$759.60
MOUNDS VIEW PUBLIC SCHOOLS	DISTRICT FACILITY FEE (SL/TL/IL GYM)	225	43510	3190			\$1,690.50	\$1,690.50
NATIONAL GYM SUPPLY, INC	REPAIR SUPPLIES CC	220	43800	2240			\$89.78	\$89.78
RAMSEY COUNTY TREASURER	LIFE INSURANCE: SEPTEMBER 2011	101	20414				\$2,445.62	\$2,640.62
		101	20417				\$195.00	
ROSEVILLE PARK AND RECREATION	DUPLICATE PAYMENT OF INVOICE 4844	225	34590				\$293.36	
SAINTS NORTH FAMILY SKATE CENT	SUMMER DISCOVERY FIELD TRIP	225	43535	3190			\$592.00	\$592.00
'S CLUB DIRECT	SUMMER DISCOVERY SUPPLIES	225	43535	2170			\$266.46	\$266.46
OLASTIC MAGAZINES	PRESCHOOL SUPPLIES	225	43555	2170			\$197.60	\$197.60
STEINER, JOHN	MARKET ENTERTAINMENT	225	43590	3174			\$350.00	\$350.00
SWANK MOTION PICTURES, INC.	LICENSE FOR MOVIE 8/26	225	43590	3173			\$450.99	\$450.99
TARGET COMMERCIAL INVOICE	FARMERS MARKET EVENT -BUTTER,SALT,PEPPER	225	43590	2173			\$25.62	\$25.62

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$883.88	\$883.88
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$1,645.49	\$1,645.49
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$11.75	\$11.75
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$85.97	\$229.48
		101	40800	2180			\$143.51	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	101	40800	2180			\$146.58	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$908.19	\$908.19
WORKNEH, HIWOT	REFUND DAMAGE DEPOSIT	220	22040				\$250.00	\$250.00
							Total of all invoices:	\$189,127.49

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
BRIAN PETERSON	MARKET ENTERTAINMENT	225	43590	3174			-\$25.00	-\$25.00
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640			\$1,086.03	\$1,742.83
		101	43710	3950			\$656.80	
ALFARO, MARIÑEL	ACTIVITY REFUND	220	22040				\$40.40	\$40.40
AMERICAN MESSAGING	LOCKBOX	101	40210	3190			\$4.26	\$4.26
ANIMAL CONTROL SERVICES	ANIMAL CONTROL SERVICES	101	41100	3199			\$334.03	\$334.03
BECKMAN, BRADY	FACILITY REFUND	220	22040				\$250.00	\$250.00
BRANDT, STEPHANIE	WISH UPON A BALLET	220	22040				\$59.00	\$59.00
BRIAN PETERSON	MARKET ENTERTAINMENT	225	43590	3174			\$25.00	\$25.00
CAPITAL FUNDING GROUP	FITNESS EQUIPMENT LEASE - SEPTEMBER 2011	220	43800	3960			\$1,151.33	\$1,151.33
CARON, KATHY	DEFENSIVE DRIVE 4 HR	220	22040				\$26.00	\$26.00
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 09-09-11	101	21720				\$9,117.24	\$9,117.24
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 09-09-11	101	20420				\$153.00	\$153.00
CURLEY, DANIEL S.	UNIFORM PANTS/TRACING WHEELS	101	42200	3970			\$21.33	\$70.39
		601	45400	3970			\$21.33	
		602	45700	3970			\$21.32	
		701	46500	2183			\$6.41	
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS: 09-09-11	101	20418				\$5,460.00	\$5,460.00
HENKEN, DANIEL OR JOHNSON, AND	REFUND CLOSING OVRPYMT-5860 KITKERRY CT	601	36190				\$10.97	\$10.97
HER, YENG	FACILITY REFUND	220	22040				\$250.00	\$250.00
HICKMAN, ROGER	PASS REFUND	220	22040				\$247.83	\$247.83
DEPOT, THE	PAINT/BRUSHES/WATER COOLER	701	46500	2183			\$281.26	\$281.26
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE: 09-09-11	101	21750				\$5,445.11	\$5,445.11
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: 09-09-11	101	20430				\$398.00	\$398.00
KERN LAWN SERVICE INC	EROSION RED 580 ELAINE RES 11-56	101	22030				\$500.00	\$500.00
L & M FINANCIAL LTD	WAGE ASSIGNMENT - 13546160	101	20435				\$189.58	\$189.58
LARSON, JEANNE	REFUND DUPLICATE PYMT-792 COUNTY RD I W	601	36190				\$77.45	\$77.45
MALONEY, DEBORAH	TUITION REIMBURSEMENT - ECONOMIC DEV	101	40500	4500			\$726.40	\$1,816.00
		601	45050	4500			\$454.00	
		602	45550	4500			\$454.00	
		603	45850	4500			\$181.60	
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 09-09-11	101	20435				\$209.00	\$209.00
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 09-09-11	101	20420				\$15.00	\$15.00
MINNESOTA SECRETARY OF STATE-N	NOTARY COMMISSION RENEWAL	101	44100	4500			\$120.00	\$120.00
MOE, RACHEL	FACILITY REFUND	220	22040				\$250.00	\$250.00
MUMTAZ, RABIA	FACILITY REFUND	220	22040				\$250.00	\$250.00
PEARSON BROS INC	FINAL PMT 2011 SEAL COAT PROJECT 11-06	404	42200	3190			\$10,479.58	\$10,479.58
PENSINI, DEB	PASS REFUND	220	22040				\$220.00	\$220.00
PIONEER PRESS	MARKETING FOR COMMUNITY CENTER	459	43800	3190			\$275.00	\$275.00
PRESS PUBLICATIONS	MARKETING FOR COMMUNITY CENTER	459	43800	3190			\$375.50	\$375.50
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 09-09-11	101	21740				\$27,185.38	\$27,185.38
SCHAEFER, MARK	EROSION RED 550 EMIL AVE RES 11-56	101	22030				\$500.00	\$500.00
T-MOBILE	MONTHLY SERVICE - 7/27 - 8/26/11	601	45050	3190			\$62.98	\$62.98
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 09-09-11	101	21710				\$21,475.52	\$50,709.28
		101	21730				\$22,859.38	
		101	21735				\$6,374.38	
UNION FED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 09-09-11	101	20420				\$74.00	
& COMPANIES	11-03 FINAL	436	47000	5900			\$230,247.93	\$230,247.93
ZASTROW, LAURIE	AQUATICS - LEVEL 3	220	22040				\$60.00	\$60.00

Total of all invoices: \$348,658.33

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## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AARP	28 DEFENSIVE DRIVING 9/8/11	225	43590	3174			\$356.00	\$356.00
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640			\$226.58	\$226.58
ALLIED WASTE SERVICES #899	AUG ALLIED WASTE SERVICES	210	42750	3190			\$41.00	\$41.00
ALLIED WASTE SERVICES #899	AUG ALLIED WASTE SERVICES	210	42750	3190			\$27,783.21	\$27,783.21
ANOKA COUNTY TREASURY DEPARTME	SUMMER DISCOVERY FIELD TRIP	225	43535	3190			\$1,476.00	\$1,476.00
BARNESS, KIRSTIN	EDC CONSULTING-AUGUST 2011	240	44400	3190			\$536.25	\$2,310.05
		241	44500	3190			\$866.30	
		307	44100	4890			\$907.50	
CITY OF SHOREVIEW	CASH PRIZES FOR 500 TOURNAMENT	225	43590	2174			\$200.00	\$200.00
COOPER, KYLE W.	SOFTBALL UMPIRE AUGUST 29 (2 LOCATIONS)	225	43510	3190			\$76.00	\$76.00
CORBO, JAMES	SOFTBALL UMPIRE AUG 30, SEPT 1, 6, 8	225	43510	3190			\$184.00	\$184.00
CROWELL, RICHARD F.	SOFTBALL UMPIRE AUG 30 & SEPT 6	225	43510	3190			\$92.00	\$92.00
DISCOUNT SCHOOL SUPPLY	PRESCHOOL SUPPLIES	225	43555	2170			\$423.84	\$423.84
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 09-09-11	101	20431				\$100.48	\$100.48
GREWE, BRADY	SUMMER DISCOVERY SUPPLIES	225	43535	2170			\$27.03	\$27.03
HEALTH PARTNERS	HEALTH INSURANCE: OCTOBER 2011	101	20410				\$41,316.14	\$42,553.28
		101	20411				\$1,237.14	
IDENTITY STORES, LLC	KIDS CARE STAFF UNIFORMS	225	43560	2170			\$854.04	\$854.04
IDENTITY STORES, LLC	STAFF UNIFORMS	225	43510	2170			\$146.00	\$438.00
		225	43580	2170			\$146.00	
		225	43580	2172			\$146.00	
JANSEN, LAWRENCE G.	SOFTBALL UMPIRE AUG 30 & SEPT 6	225	43510	3190			\$92.00	
JENSEN, AMANDA	SUMMER DISCOVERY SUPPLIES	225	43535	2170			\$29.97	
JEWELL, TED W.	SOFTBALL UMPIRE AUG 31 & SEPT 7	225	43510	3190			\$92.00	\$92.00
LIGHTBODY, WARREN	SOFTBALL UMPIRE SEPT 8	225	43510	3190			\$30.00	\$30.00
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE SEPT 1 & SEPT 8	225	43510	3190			\$92.00	\$92.00
MCNULTY, ROBIN	SOFTBALL UMPIRE SEPT 7	225	43510	3190			\$46.00	\$46.00
MCNULTY, RYAN	SOFTBALL UMPIRE AUG 31	225	43510	3190			\$46.00	\$46.00
MINNCOR INDUSTRIES	CHAIRS FOR OFFICE STAFF	101	43400	2010			\$2,248.66	\$2,248.66
MINNESOTA HISTORICAL SOCIETY	SUMMER DISCOVERY FIELD TRIP	225	43535	3190			\$785.00	\$785.00
NASCO	PRESCHOOL SUPPLIES	225	43555	2170			\$149.82	\$149.82
NASCO	PRESCHOOL SUPPLIES	225	43555	2170			\$84.03	\$84.03
ORIENTAL TRADING COMPANY	PRESCHOOL SUPPLIES	225	43555	2170			\$92.99	\$92.99
Q3 CONTRACTING	RESTORATION 2011 ST LIGHT PROJECT 11-07	604	42600	5300			\$692.80	\$692.80
Q3 CONTRACTING	RESTORATION 2011 ST LIGHT PROJECT 11-07	604	42600	5300			\$164.40	\$164.40
Q3 CONTRACTING	RESTORATION 2011 ST LIGHT PROJECT 11-07	604	42600	5300			\$1,037.24	\$1,037.24
RAMSEY COUNTY PARKS & REC.	ICE ARENA RENTAL	225	43580	3171			\$3,004.86	\$3,004.86
RUGRODEN, JOHN L.	SOFTBALL UMPIRE AUG 29, SEPT 1, 8	225	43510	3190			\$138.00	\$138.00
S & S TREE SPECIALISTS, INC	3995 VIRGINIA CIRCLE - TREE TREATMENTS	101	43900	3190			\$599.57	\$599.57
SCHMID, BRIAN	SOFTBALL UMPIRE AUG 29	225	43510	3190			\$46.00	\$46.00
SHERATION PHOENIX DOWNTOWN HOT	STEVE NELSON - ICC CONFERENCE LODGING	101	44300	3270			\$600.00	\$600.00
TARGET COMMERCIAL INVOICE	KIDS CARE SUPPLY	225	43560	2170			\$91.19	\$91.19
Total of all invoices:								\$87,304.04



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AMERICAN LOCKER SECURITY SYSTE	REPAIR SUPPLIES CC	220	43800	2240				\$676.54	\$676.54
DAVANNIS	FOOD FOR 500 TOURNAMENT	225	43590	2174				\$471.73	\$471.73
								Total of all invoices:	\$1,148.27

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
U.S. BANK	PUSH PEDAL PULL CARDIO LEASE - MAY 2011	220	43800	3960			-\$1,065.99	-\$1,065.99
AMERICAN PLANNING ASSOCIATION	SUBSCRIPTION DUES	101	44100	4330			\$450.00	\$450.00
ANDERSON, GORDON	PASS REFUND	220	22040				\$258.88	\$258.88
BEISSWENGERS HARDWARE	PVC CAP FOR STREET LIGHTING	604	42600	2180			\$4.16	\$4.16
BELLOWS, KAREN	REFUND CLOSING OVERPYMT-4118 SYLVIA LN S	601	36190				\$100.00	\$100.00
BENNETT, RUTHANNE	PASS REFUND	220	22040				\$26.71	\$26.71
BUESING, EMILIE	SUMMER DISCOVERY SUPPLIES	225	43535	2170			\$43.85	\$43.85
COMCAST	COMMUNITY CENTER CABLE	220	43800	3190			\$219.63	\$219.63
COMMUNITY REINVESTMENT FUND	GMHC LOAN AUG FEES-1 NEW@15/7LOANS @ \$6	307	44100	4890			\$57.00	\$57.00
COOPER, KEN SR.	SOFTBALL ASSIGNOR FEES (SUMMER & FALL)	225	43510	3190			\$1,120.00	
DRACKERT, MARIA	PASS REFUND	220	22040				\$180.25	\$180.25
EKDAHL, STEVEN	PASS REFUND	220	22040				\$60.38	\$60.38
FLAGHOUSE	COMMUNITY CENTER BASKETBALLS	220	43800	2180			\$222.92	\$222.92
FORE, INC.	2011 SPRING,SUMMER & FALL GOLF LESSONS	225	43510	3190			\$2,625.00	\$2,625.00
FSH COMMUNICATIONS LLC	TELEPHONE SERVICES: PAYPHONE	101	40200	3210			\$64.13	\$64.13
GALUSH, BERNICE	PASS REFUND	220	22040				\$88.23	\$88.23
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.30	\$17.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.29	\$17.29
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.26	\$17.26
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.05	\$17.05
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.21	\$17.21
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.05	\$17.05
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$17.21	\$17.21
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GREATER METROPOLITAN HOUSING C	ADMIN FEE - ENERGY LOAN PROGRAM	307	44100	4890			\$800.00	\$800.00
HAMRE, PAUL	PASS REFUND	220	22040				\$475.06	\$475.06
HEINO, LEONORE	TENNIS PEEWEES	220	22040				\$45.00	\$45.00
HICKMAN, ROGER	PASS REFUND	220	22040				\$40.00	\$40.00
IVES, KENNETH	PASS REFUND	220	22040				\$85.24	\$85.24
KALSTAD, GARY	SOFTBALL (TUE MEN'S)	220	22040				\$150.00	\$150.00
KINSEL, JAMES	PASS REFUND	220	22040				\$321.97	\$321.97
KUMAR, CHETHAN	FACILITY REFUND	220	22040				\$50.00	\$50.00
LEIBOLD, TOM	PASS REFUND	220	22040				\$62.48	\$62.48
LEVEL, ERIC	GENTLE YOGA	220	22040				\$97.00	\$97.00
MCCAREN DESIGNS INC	OCTOBER HORTICULTURE SERVICES	220	43800	3190			\$1,278.23	\$1,278.23
MCGREGOR, JOSEPH	PASS REFUND	220	22040				\$240.00	\$240.00
METROPOLITAN COUNCIL ENVIRONME	SEWER SERVICE-OCTOBER 2011	602	45550	3670			\$147,025.84	\$147,025.84
MIDWEST SPECIAL SERVICES, INC	COMMUNITY CENTER CLEANING FOR JULY	220	43800	3190			\$213.75	\$213.75
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: AUGUST 2011	701	46500	2120			\$330.40	\$330.40
MINNESOTA DEPARTMENT OF REVENUE	SALES USE TAX: AUGUST 2011	220	21810				\$2,308.00	-\$1,488.00
		220	21810				-\$7,435.00	
		701	46500	2120			\$185.00	
		601	21810				\$849.00	
		101	40210	4890			\$1.75	
		101	40550	2010			\$7.00	
		101	40550	2180			\$3.12	
		101	43710	2240			\$17.39	
		220	43800	2180			\$14.42	
		220	43800	2200			\$12.17	
		220	43800	2240			\$2.29	

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		220	43800	2590			\$4.84	
		220	43800	3960			\$73.29	
		225	43535	2170			\$3.44	
		225	43590	2173			\$8.11	
		422	40550	5800			\$41.92	
		601	45050	2280			\$27.25	
		601	45050	4330			\$2.01	
		220	21810				\$2,386.00	
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: AUGUST	101	20802				\$945.22	\$920.22
		101	34060				-\$25.00	
MN FALL EXPO	MN FALL MAINT EXPO FOR UTILITIES & ST	101	42200	4500			\$125.00	
		603	45850	4500			\$125.00	
		601	45050	4500			\$125.00	
		602	45550	4500			\$125.00	
MOUNDS VIEW PUBLIC SCHOOLS	FACILITY FEE - TURTLE LAKE (KICKBALL)	225	43510	3190			\$132.00	\$132.00
MOUNDS VIEW PUBLIC SCHOOLS	FACILITY FEE - ISLAND LAKE (KICKBALL)	225	43510	3190			\$132.00	\$132.00
NEOPOST USA INC.	POSTAGE MACHINE MAINTENANCE	101	40200	3850			\$991.73	
NORDBY, CHERYL	FACILITY REFUND	220	22040				\$50.00	\$50.00
NORTHSTAR INSPECTION SERVICE	INSPECTION SERVICES FOR 8-2011 & 9-2011	101	44300	3190			\$2,210.00	\$2,210.00
NOVOTNY, BARBARA	PASS REFUND	220	22040				\$189.46	\$189.46
NYGAARD, MAYNARD	CUST REQUEST TO REFUND OVRPMT-UTL 164863	601	36190				\$172.05	\$172.05
VTAL TRADING COMPANY	TOYS FOR RESALE	220	43800	2591			\$725.84	\$725.84
YIL, KURIAN	PASS REFUND	220	22040				\$43.88	\$43.88
PRESS PUBLICATIONS	MARKETING FOR COMMUNITY CENTER	459	43800	3190			\$450.50	\$450.50
RICOH AMERICAS CORPORATION	MAINTENANCE: COPIES FOR PARKS/MT CENTER	101	40200	3850			\$551.00	\$551.00
RICOH AMERICAS CORPORATION	LEASE CITY HALL COPIERS	101	40200	3930			\$2,199.88	\$2,199.88
STRANDBERG, PATRICIA	SPLASH-SILVERSNEAKER	220	22040				\$57.00	\$57.00
TARGET COMMERCIAL INVOICE	HCI MEETING SUPPLIES	101	44100	2010			\$8.33	\$8.33
TOFTE, ROBERT	PASS REFUND	220	22040				\$228.98	\$228.98
TRI TECH DISPENSING	REPAIRS TO ICE MACHINE	220	43800	3890			\$125.00	\$125.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$129.68	\$129.68
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$599.79	\$599.79
WORTHINGTON DIRECT	PROJECTOR CART FOR COMMUNITY CENTER	220	43800	2180			\$402.53	\$402.53
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNAL SHARED W/N OAKS	101	42200	3610			\$41.91	\$41.91
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNAL	101	42200	3610			\$35.73	\$35.73
XCEL ENERGY	ELECTRIC: SIRENS	101	41500	3610			\$60.16	\$60.16
XCEL ENERGY	ELECTRIC: SURFACE WATER	603	45900	3610			\$45.75	\$45.75
XCEL ENERGY	ELECTRIC: SURFACE WATER FUND	603	45900	3610			\$32.44	\$32.44
XCEL ENERGY	ELECTRIC/GAS: MAINTENANCE CENTER	701	46500	3610			\$2,099.00	\$2,159.41
		701	46500	2140			\$60.41	

Total of all invoices: \$167,537.74

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## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
PROVISION MEDIA INC	WALL SMARTBOARD FOR ISLAND LAKE ROOM	422	40550	5800			-\$4,060.69	-\$4,060.69
ABLEMAN CLOTHING CO	UNIFORM PANTS PARKS CREW	101	43710	3970			\$120.56	\$120.56
ABM EQUIPMENT & SUPPLY INC	PARTS FOR VAC-CON	701	46500	2220			\$155.19	\$155.19
ALLEN, DEANNE	MINUTES-8/8CCWORKSHOP, 8/15CCWORKSHOP	101	40200	3190			\$400.00	\$400.00
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$45.68	\$45.68
AMERI PRIDE LINEN & APPAREL SE	UNIFORM SERVICE & RENTAL	101	42200	3970			\$42.39	\$169.55
		601	45050	3970			\$42.39	
		602	45550	3970			\$42.39	
		603	45850	3970			\$21.19	
		701	46500	3970			\$21.19	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$59.30	\$59.30
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$59.30	\$59.30
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$45.68	\$45.68
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$42.39	\$169.55
		601	45050	3970			\$42.39	
		602	45550	3970			\$42.39	
		603	45850	3970			\$21.19	
		701	46500	3970			\$21.19	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$42.39	\$169.55
		601	45050	3970			\$42.39	
		602	45550	3970			\$42.39	
		603	45850	3970			\$21.19	
		701	46500	3970			\$21.19	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$59.30	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$45.68	\$45.68
AMERICAN FASTENER	CABLE TIES FOR TURTLEMAN TRIATHLON	101	43710	2240			\$33.35	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$1,576.76	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$346.15	\$346.15
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$42.84	\$42.84
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$2,006.82	\$2,006.82
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$67.97	\$67.97
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$699.95	\$699.95
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$160.74	\$160.74
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$2,325.94	\$2,325.94
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$197.58	\$197.58
ANIMAL CONTROL SERVICES	PATROL HOURS - 8/15-9/4/11	101	41100	3199			\$1,206.00	\$1,206.00
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183			\$128.08	\$128.08
BATTERIES PLUS - ROSEVILLE 029	4 BATTERIES/COMPUTER ROOM PANEL	101	40210	2180			\$94.23	\$94.23
BAUER BUILT TIRE AND BATTERY I	TIRES FOR AIRATOR	701	46500	2230			\$32.80	\$32.80
BAUER BUILT TIRE AND BATTERY I	TIRES FOR BALLCART TRAILER	701	46500	2230			\$163.18	\$163.18
BDI	BEARINGS FOR 203,210,215 SANDERS/CREDIT	701	46500	2220			\$229.33	\$229.33
BEISSWENGERS HARDWARE	REPLACEMENT HEDGE TRIMMER PARKS	101	43710	2400			\$348.41	\$348.41
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240			\$32.04	\$32.04
BEISSWENGERS HARDWARE	PRIMER AND PVC CEMENT	101	43710	2240			\$15.79	\$15.79
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240			\$19.20	\$19.20
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240			\$48.48	\$48.48
BOYER TRUCK PARTS INC.	SERVICE REPAIR OF VAC-CON	701	46500	2220			\$99.22	\$598.72
		701	46500	3190			\$499.50	
C & E HARDWARE	PARTS FOR 312	701	46500	2220			\$6.17	
C & E HARDWARE	TWO SIDED TAPE	601	45050	2280			\$5.14	\$5.14
C & E HARDWARE	SILICONE FOR WILSON WINDOW INSTALL	101	43710	2240			\$32.10	\$32.10

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
C & E HARDWARE	BEE SPRAY	101	43710	2180			\$7.49	\$7.49
COMMERCIAL ASPHALT CO	ASPHALT FOR 2012 SEAL COAT AREA	101	42200	2180			\$5,326.02	\$5,326.02
COMMERCIAL DOOR SYSTEMS, INC	DOOR WELL 2	601	45050	3190			\$1,485.55	\$1,485.55
COMPLETE HEALTH, ENVIRONMENTAL	MTCE PLAN- AUGUST 2011	101	40210	3190			\$610.00	\$610.00
COORDINATED BUSINESS SYSTEMS	MITA LASER MAINTENANCE	101	40550	3860			\$209.46	\$209.46
CRYSTEEL DIST. INC.	PLOW PARTS	701	46500	2180			\$56.00	\$56.00
CUMMINS NPOWER LLC	REPAIRS TO CC GENERATOR/LESS TRANSIT TAX	220	43800	3810			\$677.77	\$677.77
DAVIS LOCK & SAFE	MASTER KEYS FOR PARKS	101	43710	2240			\$19.24	\$19.24
DIAMOND VOGEL PAINT	PAINT FOR BOOSTER DOORS	601	45050	2280			\$71.16	\$71.16
DIAMOND VOGEL PAINT	PAINT FOR HYDRANTS	601	45050	2280			\$448.91	\$448.91
DWELLING RESTORATION, LLC	PERMIT REFUND 2011-00808	101	32500				\$315.20	\$328.20
		101	20802				\$8.00	
		101	34850				\$5.00	
DYNAMIX MUSIC	FALL 2011 GROUP FITNESS MUSIC ORDER	225	43530	2170			\$119.94	
FERGUSON WATERWORKS	VALVE PARTS	601	45050	2280			\$396.04	\$396.04
FRONTIER PRECISION, INC	BUFFALO LN, CP11-09, SURVEY SUPPLIES	568	47000	5920			\$355.08	\$355.08
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190			\$166.38	\$665.50
		602	45550	3190			\$166.38	
		603	45850	3190			\$166.37	
		604	42600	3190			\$166.37	
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240			\$47.44	
GER, INC.	REPAIR SUPPLIES CC	220	43800	2240			\$27.38	\$27.38
H L MESABI, INC.	BITS FOR MILLING MACHINE	701	46500	2220			\$434.66	\$434.66
HAWKINS, INC.	CHLORINE BICARB ACID	220	43800	2160			\$445.22	\$445.22
HAWKINS, INC.	CHLORINE PARTS	601	45050	2280			\$270.73	\$270.73
HOBART CORPORATION	REPAIR SUPPLIES CC	220	43800	2240			\$96.41	\$96.41
HOBART CORPORATION	REPAIRS TO SHOREVIEW ROOM DISHWASHER	220	43800	3890			\$205.87	\$205.87
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	3190			\$225.00	
LANE DESIGN GROUP, INC.	SIGNAGE CONSTRUCTION	459	43710	5300			\$840.00	\$840.00
LEAGUE OF MINNESOTA CITIES	DUES - 9/1/11 - 8/31/12	101	40100	4330			\$16,116.00	\$16,116.00
LINN STAR TRANSFER, INC.	PERMIT REFUND 2011-01032	101	32620				\$35.00	\$40.00
		101	20802				\$5.00	
M/A ASSOCIATES	CLEANING SUPPLIES CC	220	43800	2110			\$82.41	\$82.41
MCMASTER CARR SUPPLY CO	REPAIR SUPPLIES CC	220	43800	2240			\$902.23	\$902.23
MENARDS CASHWAY LUMBER **FRIDL	LUMBER FOR BOARDWALK REPAIR	101	43450	2250			\$58.58	\$58.58
MENARDS CASHWAY LUMBER *MAPLEW	WATER FILTER FOR MAINT CENTER FRIDG'S	701	46500	2183			\$255.73	\$255.73
METROCOUNT USA INC	TRAFFIC COUNTER REPAIR	101	42200	2180			\$173.00	\$173.00
MINNESOTA ASSOCIATION OF	MAGC CONFERENCE REGISTRATION AND DUES	101	40200	4500			\$75.00	
		101	40200	4330			\$60.00	\$135.00
MINNESOTA MAYOR'S ASSOCIATION	MAYOR DUES - 9/1/11-8/31/12	101	40100	4330			\$20.00	
MINNESOTA SAFETY COUNCIL	TRAINING FEES FOR DUNN/CURLEY/CHMIELEWSK	101	42200	4500			\$114.33	\$343.00
		601	45050	4500			\$114.33	
		602	45550	4500			\$114.34	
MINNESOTA SPRING AND SUSPENSIO	FRONT LEAF SPRINGS FOR UNIT 312	701	46500	2220			\$493.76	\$493.76
MIRACLE RECREATION EQUIPMENT C	BUBBLE WINDOW FOR BUCHER PLAYGROUND	101	43710	2240			\$123.53	
MTI DISTRIBUTING, INC	DOOR FOR 580D	701	46500	2220			\$1,047.20	\$1,047.20
MTH DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES/LESS CREDIT	101	43710	2240			\$599.30	
		101	43710	2240			-\$10.46	\$588.84
MULTICARE ASSOCIATES TWIN CITI	RESPIRATOR CHECK	101	40210	3190			\$60.00	\$60.00
NORTHERN BATTERY	BATTERY	101	41500	3890			\$19.46	\$19.46
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO PARKING LOT LIGHTING CC	101	43710	3190			\$232.25	

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
NORTHERN ELECTRICAL CONTRACTOR	ELECTICAL WORK FOR NEW CARD ACCESS SYSTE	422	40550	5800			\$402.81	\$402.81
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	44100	2010			\$28.85	\$189.60
		101	40200	2010			\$160.75	
OFFICE DEPOT	MEMORY CARD SUPPLIES FOR CAMERA	101	44100	2010			\$23.41	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010			\$ .66	\$ .66
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010			\$6.56	\$74.96
		101	43400	2010			\$68.40	
OFFICE DEPOT	INKJET CARTRIDGES FOR PLOTTER	101	40550	2010			\$249.42	
ON SITE SANITATION INC	SNAIL LAKE SCHOOL UNIT	101	43710	3950			\$28.32	\$28.32
ON SITE SANITATION INC	EMMITT WILLIAMS SCHOOL UNIT	101	43710	3950			\$28.32	\$28.32
OPTUMHEALTH FINANCIAL SERVICES	AUG COBRA, RETIREES, GEN NOTICE	101	40210	3190			\$52.30	\$52.30
ORKIN EXTERMINATING CO., INC.	PEST CONTROL SERVICES	220	43800	3190			\$152.97	\$152.97
PEERLESS WIPING CLOTH COMPANY	SHOP RAGS	701	46500	2180			\$106.25	\$106.25
PIONEER RIM & WHEEL CO.	SHOCKS FOR 312	701	46500	2220			\$84.37	\$84.37
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240			\$2,493.25	\$2,493.25
POWER MUSIC, INC	FALL 2011 GRP FIT MUSIC ORDER	225	43530	2170			\$152.87	\$152.87
PRESS PUBLICATIONS	LEGAL NOTICE	565	47000	5950			\$37.95	\$37.95
PROCESS MEASUREMENT COMPANY	HOOR METERS FOR LIFT STATIONS	602	45550	2280			\$179.26	\$179.26
PUSH PEDAL PULL	REPAIRS TO FITNESS EQUIPMENT	220	43800	3890			\$499.49	\$499.49
PUSH PEDAL PULL	REPAIRS TO FITNESS EQUIPMENT CC	220	43800	2240			\$270.36	\$270.36
PUSH PEDAL PULL	REPAIRS TO FITNESS EQUIPMENT CC	220	43800	3890			\$34.28	\$34.28
RAMSEY COUNTY PROPERTY RECORDS	FLEET SUPPORT FEES /MESB JULY	101	41500	3890			\$35.84	\$35.84
RAMSEY COUNTY PROPERTY RECORDS	911 SERVICES - AUGUST 2011	101	41100	3198			\$6,937.86	\$6,937.86
RAMSEY COUNTY PROPERTY RECORDS	LAW ENFORCEMENT SERVICES - SEPTEMBER2011	101	41100	3190			\$147,459.66	\$147,459.66
RAMSEY COUNTY PROPERTY RECORDS	EMERGENCY COMMUNICATION RADIO USER FEE	701	46500	4330			\$192.64	\$192.64
RAMSEY COUNTY PROPERTY RECORDS	FLEET SUPPORT FEE - AUGUST 2011	101	41500	3890			\$35.84	\$35.84
ROCHESTER MIDLAND	RESTROOM DEODERIZERS CC	220	43800	3190			\$857.28	\$857.28
SGC HORIZON LLC	2ND AD FOR BID SAN LIFT STA PROJ 10-02	441	47000	5950			\$246.75	\$246.75
SIMPLEXGRINNELL LP	REPAIRS TO CC FIRE PANEL	220	43800	3810			\$528.70	\$528.70
SIMPLEXGRINNELL LP	ALARM MONITORING (FIRE) FEE	701	46500	3196			\$475.64	\$475.64
SIMPLEXGRINNELL LP	KITCHEN HOOD INSPECTION FEE CC	220	43800	3810			\$331.54	\$331.54
SIMPLEXGRINNELL LP	FIRE ALARM SYSTEM MONITORING FEE CC	220	43800	3190			\$1,310.67	\$1,310.67
ST. PAUL, CITY OF	ASPHALT	101	42200	2180			\$65.60	\$65.60
ST. PAUL, CITY OF	ASPHALT	101	42200	2180			\$65.60	\$65.60
ST. PAUL, CITY OF	ASPHALT	101	42200	2180			\$65.60	\$65.60
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT	101	42200	2180			\$135.74	\$135.74
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT	101	42200	2180			\$134.17	\$134.17
TERMINAL SUPPLY CO	PARTS FOR VAC-CON	701	46500	2220			\$5.14	\$5.14
TERMINAL SUPPLY CO	TRAILER WIRE	701	46500	2180			\$61.69	\$61.69
TIGER DIRECT C/O SYX SERVICES	EXTERNAL HARD DRIVE	101	40550	2180			\$120.43	\$120.43
TIGER DIRECT C/O SYX SERVICES	PC MEMORY	101	40550	2180			\$27.93	\$27.93
TOUSLEY FORD, INC	PARTS FOR 609	701	46500	2220			\$45.60	\$45.60
VAN PAPER COMPANY	TRASH BAGS	101	43710	2110			\$169.25	\$169.25
VIKING ELECTRIC SUPPLY INC	20A GFI FOR VIDEO SECURITY	101	40550	2010			\$17.85	\$17.85
VIKING INDUSTRIAL CENTER	AIR MONITOR	601	45050	2400			\$283.22	\$849.66
		602	45550	2400			\$283.22	
		603	45850	2400			\$283.22	
YALE MECHANICAL INC	HEAT EXCHANGER REPAIRS WATER HEATER CC	220	43800	3810			\$11,742.03	\$11,742.03
YALE MECHANICAL INC	REPAIRS TO POOL AHU	220	43800	3810			\$507.25	\$507.25
YALE MECHANICAL INC	CONTRACT MAINTENANCE HVAC SYSTEM	220	43800	3190			\$1,837.05	\$1,837.05
YALE MECHANICAL INC	REPAIRS TO PLUMBING POOL PUMP ROOM	220	43800	3810			\$948.18	\$948.18

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
YOCUM OIL COMPANY INC.	FUEL FOR MAINT CENTER EQUIP	701	46500	2120			\$4,111.93	
YOCUM OIL COMPANY INC.	FUEL FOR MAINT CENTER EQUIP	701	46500	2120			\$4,212.15	\$4,212.15
YOCUM OIL COMPANY INC.	FUEL FOR MAINT CENTER EQUIP	701	46500	2120			\$3,369.32	\$3,369.32
YOCUM OIL COMPANY INC.	FUEL FOR MAINT CENTER EQUIP	701	46500	2120			\$1,684.82	\$1,684.82
ZIEGLER, INCORPORATED	PARTS FOR ASPHALT ROLLER	701	46500	2220			\$134.34	\$134.34
							Total of all invoices:	\$235,701.08





# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	23,249	Please return check to Glen
Vendor number	00311 1	2011
Vendor name	C W HOULE INC.	
Address	1300 COUNTY ROAD I WEST ST. PAUL MN 55126	

Date	Comment line on check	Invoice number	Amount
09-02-11	BUFFALO LN, CP11-09, PAYMENT NO.1	0	\$172,198.62

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

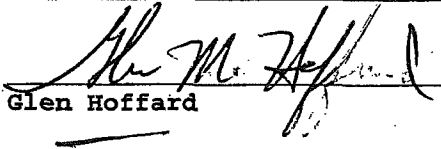

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding	Amount
568 47000 5900	\$172,198.62

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Glen Hoffard	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	23,298
Vendor number	01901 1 2011
Vendor name	ALLIED WASTE SERVICES #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
08-25-11	AUG ALLIED WASTE SERVICES	0899-001896229	\$27,783.21

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	
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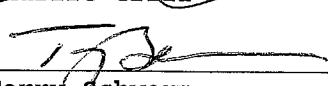
*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
210 42750 3190	\$27,783.21

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Charlie Grill	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	23,364
Vendor number	01276 1 2011
Vendor name	HEALTH PARTNERS
Address	NW 3600 PO BOX 1450 MPLS MN 55485-3600

Date	Comment line on check	Invoice number	Amount
09-08-11	HEALTH INSURANCE: OCTOBER 2011	38363719,63717,63718	\$42,553.28

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	
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*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

I 0.\*

I 41,316.14+  
871.12+  
366.02+  
42,553.28\*+

IX

not apply.

Account Coding	Amount
101 20410	\$41,316.14
101 20411	\$1,237.14

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>J. Kuschel</u> (signature required) Jodee Kuschel	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	23,402
Vendor number	00416 1 2011
Vendor name	METROPOLITAN COUNCIL ENVIRONMENTAL
Address	SERVICES SDS 12-1064 P.O. BOX 86 MINNEAPOLIS MN 55486-1064

Date	Comment line on check	Invoice number	Amount
09-02-11	SEWER SERVICE-OCTOBER 2011	969594	\$147,025.84

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
602 45550 3670	\$147,025.84

Is sales tax included on invoice?	<u>Not</u> Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Debbi Engblom</u> 9-12-11 (signature required) Debbi Engblom	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

## LICENSE APPLICATIONS

Moved by Councilmember

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Seconded by Councilmember

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To approve the License Applications as listed on the attached report dated September 19, 2011.

<b>ROLL CALL:</b>	<b>AYES</b>	<b>NAYS</b>
Huffman	<hr/>	<hr/>
Quigley	<hr/>	<hr/>
Wickstrom	<hr/>	<hr/>
Withhart	<hr/>	<hr/>
Martin	<hr/>	<hr/>

September 19, 2011  
Regular Council Meeting

**CITY OF SHOREVIEW - LICENSE APPLICATIONS**  
**September 19, 2011**

<b><u>LICENSE #</u></b>	<b><u>BUSINESS NAME</u></b>	<b><u>TYPE</u></b>
11-00030	Majestic Tree Care	Tree License

The above licenses are recommended for approval: \_\_\_\_\_  
License/Permit Clerk

PROPOSED MOTION

MOVED BY COUNCILMEMBER\_\_\_\_\_

SECONDED BY COUNCILMEMBER\_\_\_\_\_

To adopt Resolution No. 11-63 approving Change Order No. 1 in the aggregate amount of \$7000.00 amending the contract amount to \$673,666.00 and authorizing Contractor Payment No. 4 (Final), in the amount of \$40,333.30 for the South Water Tower Rehabilitation, City Project No. 11-02.

ROLL CALL:      AYES\_\_\_\_\_      NAYS\_\_\_\_\_

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
SEPTEMBER 19, 2011





TO: MAYOR, CITY COUNCIL AND CITY MANAGER

FROM: MARK MALONEY, PUBLIC WORKS DIRECTOR

DATE: SEPTEMBER 19, 2011

SUBJECT: APPROVE CHANGE ORDER AND AUTHORIZE FINAL PAYMENT  
WATER TOWER NO. 1 (SOUTH) EXTERIOR RE-COATING, CITY  
PROJECT #11-02

### INTRODUCTION

Change Order No. 1, and Contractor Payment No. 4 (Final) have been prepared and recommended for payment by the City's consultant, KLM Engineering, Inc., and City Council approval/authorization is required at this time.

### BACKGROUND

On January 3, 2011, the City of Shoreview Council authorized the execution of a contract with Classic Protective Coatings, Inc., in the amount of \$666,666.00, for the re-coating of the complete exterior and interior dry portions of the City's south water tower #1, City Project No. 11-02. The project was constructed as awarded with one change order related to the painting of the City's logo on the water tower. Change Order No.1, in the amount of \$7,000.00, increases the contract amount to \$673,666.00 and will be funded from the water utility fund.

Contractor Payment No.4 (Final), in the amount of \$40,333.30, includes the additional costs associated with Change Order No.1. The total amount of work completed is \$673,666.00, which is the same as the revised contract amount.

All testing and inspections have been completed and have shown the work to be acceptable. The City's consultant, KLM Engineering Inc. recommends accepting the project as complete and further recommends approval of final payment.

### RECOMMENDATION

It is recommended that Council approve the attached resolution approving Change Order No. 1, in the aggregate amount of \$7,000.00 amending the contract amount to \$673,000.00, and authorizing Contractor Payment No. 4 (Final) for the South Water Tower Re-coating, City Project 11-02, in the amount of \$40,333.30.



**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD SEPTEMBER 19, 2011**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 19, 2011, at 7:00 p.m. The following members were present:

and the following members were absent:

Member                      introduced the following resolution and moved its adoption.

RESOLUTION NO. 11-63  
APPROVING CHANGE ORDER NO. 1  
AUTHORIZING CONTRACTOR PAYMENT NO. 4 (FINAL)  
SOUTH WATER TOWER RE-COATING  
CITY PROJECT NO. 11-02

WHEREAS, on January 3, 2011, a contract was awarded to Classic Protective Coatings, Inc., in the amount of \$666,666.00, for the South Water Tower Re-Coating, City Project No. 11-02, and

WHEREAS, the contractor, Classic Protective Coatings, Inc., has completed all the work on the project is now requesting final payment for the total amount of work completed, and

WHEREAS, the Director of Public Works and the consulting engineer have recommended approval of Change Order No. 1 and Contractor Payment No. 4 (Final).

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota

That Change Order No. 1 in the aggregate amount of \$ 7000.00, amending the contract amount to \$673,666.00 and Contractor Payment No. 4 (Final), in the amount of \$ 40,333.30, for the South Water Tower Re-Coating, City Project 11-02 is hereby approved.



The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 19<sup>th</sup> day of September, 2011.

STATE OF MINNESOTA    )  
                                  )  
COUNTY OF RAMSEY    )  
                                  )  
CITY OF SHOREVIEW     )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 19<sup>th</sup> day of September, 2011, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 1 and Contractor Payment No. 4 (Final), South Water Tower Re-Coating, City Project No. 11-02.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 20<sup>th</sup> day of September, 2011.

\_\_\_\_\_  
Terry C. Schwerm  
City Manager

SEAL



**PROPOSED MOTION**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

to approve the attached Application for Exempt Permit for bingo at St.  
Odilia Church on November 18, 2011.

<b>ROLL CALL:</b>	<b>AYES</b>	_____	<b>NAYS</b>	_____
Huffman		_____		_____
Quigley		_____		_____
Wickstrom		_____		_____
Withhart		_____		_____
Martin		_____		_____





**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TERRI HOFFARD**  
**DEPUTY CLERK**

**DATE: SEPTEMBER 13, 2011**

**SUBJECT: APPLICATION FOR EXEMPT PERMIT**

St. Odilia Church has submitted the attached application for a bingo event to be held on November 18, 2011.

State gambling regulations specify that such requests may be approved by the state unless the local unit of government passes a resolution prohibiting the activity. Similar requests have been reviewed and approved by the Shoreview City Council in the past.

Staff recommends that the City Council approve this Application for Exempt Permit.



# Minnesota Lawful Gambling

## LG220 Application for Exempt Permit

Page 1 of 2 1/10

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

### ORGANIZATION INFORMATION

Check # \_\_\_\_\_ \$ \_\_\_\_\_

Organization name

ST. ODILIA CHURCH

Previous gambling permit number

X-62107-10-004

Type of nonprofit organization. Check one.

- ☐ Fraternal ☒ Religious ☐ Veterans ☐ Other nonprofit organization

Mailing address

City

State

Zip Code

County

3495 VICTORIA N. Shoreview MN 55126 RAMSEY

Name of chief executive officer (CEO)

Daytime phone number

Email address

Tom Schumacher 651-484-6681 schumacher@stodilia.org

Attach a copy of ONE of the following for proof of nonprofit status. Check one.

Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

- ☐ Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.  
Don't have a copy? This certificate must be obtained each year from:  
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

- ☐ IRS income tax exemption [501(c)] letter in your organization's name.  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

- ☐ IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)  
If your organization falls under a parent organization, attach copies of both of the following:  
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

- ☒ IRS - proof previously submitted to Gambling Control Board  
If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

### GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)

ST. ODILIA CHURCH

Address (do not use PO box)

City

Zip Code

County

3495 VICTORIA N. Shoreview MN 55126 RAMSEY

Date(s) of activity (for raffles, indicate the date of the drawing)

11/18/11

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

- ☒ Bingo\* ☐ Raffles ☐ Paddlewheels\* ☐ Pull-Tabs\* ☐ Tipboards\*

\* Gambling equipment for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

Also complete  
Page 2 of this form.

Print Form

Reset Form

To find a licensed distributor, go to [www.gcb.state.mn.us](http://www.gcb.state.mn.us) and click on List of Licensed Distributors, or call 651-639-4076.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT**

If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.

- ☐ The application is acknowledged with no waiting period.  
☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).  
☐ The application is denied.

Print city name \_\_\_\_\_  
 On behalf of the city, I acknowledge this application.

Signature of city official receiving application

Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.

A township official is not required to sign the application.

- ☐ The application is acknowledged with no waiting period.  
☐ The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.  
☐ The application is denied.

Print county name \_\_\_\_\_  
 On behalf of the county, I acknowledge this application.  
 Signature of county official receiving application

Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

Print township name \_\_\_\_\_

Signature of township official acknowledging application

Title \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature

Date 8/30/11

Complete a separate application for each gambling activity:

- one day of gambling activity,
- two or more consecutive days of gambling activity,
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
  - application fee for each event.
- Make check payable to "State of Minnesota."

To: Gambling Control Board  
 1711 West County Road B, Suite 300 South  
 Roseville, MN 55113

**Financial report and recordkeeping required**

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at [www.gcb.state.mn.us](http://www.gcb.state.mn.us). Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

**Questions?**

Call the Licensing Section of the Gambling Control Board at 651-639-4076.

Print Form

Reset Form

This form will be made available in alternative format (i.e. large print, Braille) upon request.  
**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information requested; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If you supply the information requested,

the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data are available to: Board members, Board staff whose work requires access to the

information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your written consent.

PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to approve Resolution No. 11-65 reducing the following escrows:

Erosion Control and Development Cash Deposits for the following properties  
in the amounts listed:

1017 Bridge St	John Reissner	\$ 500.00
----------------	---------------	-----------

**ROLL CALL:**    AYES \_\_\_\_\_ NAYS \_\_\_\_\_

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
SEPTEMBER 19, 2011



TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT  
SENIOR ENGINEERING TECHNICIAN

DATE: SEPTEMBER 14, 2011

SUBJECT: DEVELOPER ESCROW REDUCTIONS

### INTRODUCTION

The following escrow reductions have been prepared and are presented to the City Council for approval.

### BACKGROUND

The property owners/builders listed below have completed all or portions of the erosion control and turf establishment, landscaping or other construction in the right of way as required in the development contracts or building permits.

1017 Bridge St	Erosion control completed
----------------	---------------------------

### RECOMMENDATION

It is recommended that the City Council approve releasing all or portions of the escrows for the following properties in the amounts listed below:

1017 Bridge St	John Reissner	\$ 500.00
----------------	---------------	-----------





**\*PROPOSED\***

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD SEPTEMBER 19, 2011**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 19, 2011 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 11-65**

**RESOLUTION ORDERING ESCROW REDUCTIONS  
AT VARIOUS LOCATIONS IN THE CITY**

WHEREAS, various builders and developers have submitted cash escrows for erosion control, grading certificates, landscaping and other improvements, and

WHEREAS, City staff have reviewed the sites and developments and is recommending the escrows be returned.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

The Shoreview Finance Department is authorized to reduce the cash deposit in the amounts listed below:

1017 Bridge St	John Reissner	\$ 500.00
----------------	---------------	-----------

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 19<sup>th</sup> day of September, 2011.



RESOLUTION NO. 11-65  
PAGE TWO

STATE OF MINNESOTA )  
 )  
COUNTY OF RAMSEY )  
 )  
CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 19<sup>th</sup> day of September, 2011 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates reducing various escrows.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 20<sup>th</sup> day of September, 2011.

---

Terry C. Schwerm  
City Manager

SEAL



TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: MARK MALONEY, P.E.  
DIRECTOR OF PUBLIC WORKS

DATE: SEPTEMBER 15, 2011

SUBJECT: 2011 ASSESSMENT HEARINGS  
HAWES/DEMAR/RUSTIC RECONSTRUCTION - PROJ 10-01

### INTRODUCTION

At its August 15, 2011 meeting, the City Council set September 19, 2011, as the date for the assessment hearings for the above projects.

A Council report, including motion sheet, for the above project follows this introductory report. Detailed information regarding proposed assessments for the project, including an assessment roll, is included in the individual Council reports.

- 1) The **Mayor** calls the meeting to order and announces the purpose of the hearing.

“This is a public hearing to consider the special assessment roll for City Project 10-01, Hawes/Demar/Rustic Reconstruction. Tonight, the Council will review the proposed assessment roll and hear testimony from the public regarding the proposed assessment. The Council may, by simple majority, vote to approve the assessment roll. If objections are raised on any project that cannot be easily addressed at this meeting, it has been recommended that the Council continue final approval to the next regularly scheduled Council meeting scheduled for October 3, 2011, to allow staff adequate time to review questions and prepare responses to all objections.”
- 2) The **City Attorney** provides comments regarding the adequacy of published and mailed notices.
- 3) The **Public Works Director** will present a summary of the improvements, the areas involved, and final project costs. In addition, the Public Works Director will present a summary of project financing and assessments.
- 4) The **City Manager** acknowledges any objections that may have been submitted from affected property owners prior to the hearing.
- 5) The **Mayor** opens the hearing to the public. Speakers are requested to identify themselves and the street address to which they are referring.



- 6) The **Mayor** closes the Public Hearing. After all citizen comments have been completed, the Mayor should indicate that the Public Hearing is closed and turn the hearing over to the City Council for action.
- 7) The **City Council** takes action on the project. If objections are raised on an improvement project that cannot be easily addressed at the meeting, it is recommended that Council continue consideration of action to the October 3, 2011 meeting to allow staff adequate time to review questions and prepare responses to all objections.

If there are no objections, or if any objections are adequately addressed at the meeting, it is recommended that the Council adopt the assessment roll this evening. A motion adopting the assessment roll is included for the project.

#### SCHEDULE

The following schedule outlines the remaining steps in the assessment process for the 2011 Assessments:

- |                    |   |
|--------------------|---|
| September 19, 2011 | Public Assessment Hearing date. Adopt assessment if no objections. Mail Notice of Adoption on September 20. (Begin 30-day payment period) |
| October 3, 2011    | Objection Response Meeting if not adopted at the hearing – Must Adopt Assessment roll, begin 30-day payment period.                       |
| October 4, 2011    | Mail Adoption Notice. (Includes 30-day deadline to pay at the City).  |
| November 10, 2011  | Engineering certifies assessment roll to Ramsey County 30 days from adoption or not later than November 15, 2011.                         |









PUBLIC HEARING AGENDA

Purpose: HAWES/DEMAR/RUSTIC RECONST.  
CITY PROJECT 10-01  
\_\_\_\_\_

Published Time: 7:00 P.M.

Published Date: SEPTEMBER 19, 2011

Affidavit of Publication: AUGUST 30, 2011

SEPTEMBER 6, 2011

Affidavit of Mailing: AUGUST 31, 2011

Review of Affidavits of Mailing and  
Publication by City Attorney: \_\_\_\_\_

Open Public Hearing - Time: \_\_\_\_\_

Hearing Discussion

MOVE TO CLOSE PUBLIC HEARING BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

ROLL CALL: AYES \_\_\_\_\_ NAYS \_\_\_\_\_

HUFFMAN \_\_\_\_\_

QUIGLEY \_\_\_\_\_

WICKSTROM \_\_\_\_\_

WITHHART \_\_\_\_\_

MARTIN \_\_\_\_\_

REGULAR COUNCIL MEETING  
SEPTEMBER 19, 2011



PROPOSED MOTION #1

MOVED BY COUNCIL MEMBER \_\_\_\_\_

SECONDED BY COUNCIL MEMBER \_\_\_\_\_

to approve Resolution 11-66 adopting the assessment roll for Hawes/Demar/Rustic Reconstruction, City Project 10-01, with any previously noted revisions, spreading said assessments over 10 years at 3.60 percent interest, with said installments to be equal payments.

ROLL CALL:        AYES \_\_\_\_\_ NAYS \_\_\_\_\_

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

- - - - - or - - - - -

PROPOSED MOTION #2

MOVED BY COUNCIL MEMBER \_\_\_\_\_

SECONDED BY COUNCIL MEMBER \_\_\_\_\_


to receive all assessment objections and direct staff to present a response to all objections and to defer final action to the meeting of October 3, 2011, for the assessments on Hawes/Demar/Rustic Reconstruction, City Project 10-01.

ROLL CALL:        AYES \_\_\_\_\_ NAYS \_\_\_\_\_

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____



TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT  
SENIOR ENGINEERING TECHNICIAN 

DATE: SEPTEMBER 15, 2011

SUBJECT: HAWES/DEMARE/RUSTIC RECONSTRUCTION  
ASSESSMENT HEARING - 7:00 PM  
CITY PROJECT 10-01

### INTRODUCTION

A public assessment hearing has been scheduled to hear all comments, objections and concerns with regard to assessing benefited properties for the Hawes/Demar/Rustic Reconstruction, City Project 10-01. All affected property owners have been notified of the assessment hearing.

### DISCUSSION - ASSESSMENTS

This project reconstructed Hawes Avenue, Demar Avenue and Rustic Place. All streets were constructed with concrete pavement and barrier curb and gutter. Existing cast iron water main was replaced with ductile iron pipe. Storm Sewer was replaced and rain gardens were added to the project. The existing sanitary sewer had spot repairs and the service connections to the main were replaced in advance of the sewer lining that took place this summer.

The unit street assessment is proposed in the amount of \$1,225.00. This amount is \$499 less than reported in the feasibility report. The storm sewer lot assessments are prepared per City policy and will be the same as presented at the public improvement hearing.

Staff has received a few calls regarding the assessments, relating to how does the process work, when do I pay, explain senior citizen deferral, etc, but to date we have not received any oral or written objections.

The assessment roll and area map are attached. The rate and terms of the assessments are proposed at 3.60% over 10 years.

### RECOMMENDATION

If there are no objections or if the City Council is satisfied with the responses to any objections at the meeting, Motion #1 is provided that would adopt the assessment roll and start the 30-day prepayment period. If it is not possible to respond to objections or concerns at the time, it is recommended that the Council move Motion #2 to defer action adopting the assessment roll to the meeting of October 3, 2011.





# HAWES/DEMAR/RUSTIC RECONSTRUCTION PROJECT 10-01



4194 253 245 239 231 223 217 209 201 193 185 177 171 165 157 151

HAWES AVE

4180

244 238 230 222 216

196

184 176 170 164 156 150

4169

4170

4161

4162

4155

4156

4147

4148

4141

4142

4133

4134

4127

4128

233 227 219 4119

4120 191 183 177 169 163 155 147

DEMAR AVE

230 222 214 206 200 192 184 178 170 164 156 148

COUNTY RD F

PROPERTIES PROPOSED  
FOR ASSESSMENTS



RICE ST

RICE ST

tlh 2/9/10



Date of Pending: April 5, 2010  
10 year assessment

HAWES/DEMAR/RUSTIC  
RECONSTRUCTION  
PROJECT 10-01

STREET & STORM ASSESSMENTS				Street		Storm Sewer				Street/Storm
Address	PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Total	Assessment
147 DEMAR AVE	243023440048	0.5	\$ 1,225	\$ 613	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,344.28
148 DEMAR AVE	243023440074	0.5	\$ 1,225	\$ 613	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,374.80
155 DEMAR AVE	243023440049	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
156 DEMAR AVE	243023440073	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
163 DEMAR AVE	243023440050	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
164 DEMAR AVE	243023440072	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
169 DEMAR AVE	243023440051	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
170 DEMAR AVE	243023440071	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
177 DEMAR AVE	243023440052	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
178 DEMAR AVE	243023440070	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
183 DEMAR AVE	243023440053	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
184 DEMAR AVE	243023440069	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
191 DEMAR AVE	243023440054	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
192 DEMAR AVE	243023440068	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
200 DEMAR AVE	243023440067	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
206 DEMAR AVE	243023440066	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
214 DEMAR AVE	243023440065	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
219 DEMAR AVE	243023440057	1.0	\$ 1,225	\$ 1,225	11,324	11,324	\$ 0.07	\$ 792.68	\$	\$ 2,017.68
222 DEMAR AVE	243023440064	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
227 DEMAR AVE	243023440058	1.0	\$ 1,225	\$ 1,225	11,326	11,326	\$ 0.07	\$ 792.82	\$	\$ 2,017.82
230 DEMAR AVE	243023440063	0.5	\$ 1,225	\$ 613	13,374	13,374	\$ 0.07	\$ 923.09	\$	\$ 1,535.59
233 DEMAR AVE	243023440059	0.5	\$ 1,225	\$ 613	16,988	16,988	\$ 0.07	\$ 1,049.58	\$	\$ 1,662.08
150 HAWES AVE	243023440044	0.5	\$ 1,225	\$ 613	12,632	12,632	\$ 0.07	\$ 884.24	\$	\$ 1,496.74
151 HAWES AVE	243023440001	0.5	\$ 1,225	\$ 613	12,632	12,632	\$ 0.07	\$ 884.24	\$	\$ 1,496.74
156 HAWES AVE	243023440043	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
157 HAWES AVE	243023440002	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30
164 HAWES AVE	243023440042	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78
165 HAWES AVE	243023440003	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30



Date of Pending: April 5, 2010  
10 year assessment

HAWES/DEMAR/RUSTIC  
RECONSTRUCTION  
PROJECT 10-01

STREET & STORM ASSESSMENTS				Street			Storm Sewer				Street/Storm
Address	PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Total	Assessment	
170 HAWES	AVE 2430234400041	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78	
171 HAWES	AVE 2430234400004	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
176 HAWES	AVE 2430234400040	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78	
177 HAWES	AVE 2430234400005	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
184 HAWES	AVE 2430234400039	1.0	\$ 1,225	\$ 1,225	10,454	10,454	\$ 0.07	\$ 731.78	\$	\$ 1,956.78	
185 HAWES	AVE 2430234400006	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
193 HAWES	AVE 2430234400007	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
196 HAWES	AVE 2430234400038	1.0	\$ 1,225	\$ 1,225	12,632	12,632	\$ 0.07	\$ 884.24	\$	\$ 2,109.24	
201 HAWES	AVE 2430234400008	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
209 HAWES	AVE 2430234400009	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
216 HAWES	AVE 2430234400023	1.0	\$ 1,225	\$ 1,225	12,632	12,632	\$ 0.07	\$ 884.24	\$	\$ 2,109.24	
217 HAWES	AVE 2430234400010	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
222 HAWES	AVE 2430234400022	1.0	\$ 1,225	\$ 1,225	11,326	11,326	\$ 0.07	\$ 792.82	\$	\$ 2,017.82	
223 HAWES	AVE 2430234400011	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
230 HAWES	AVE 2430234400021	1.0	\$ 1,225	\$ 1,225	11,326	11,326	\$ 0.07	\$ 792.82	\$	\$ 2,017.82	
231 HAWES	AVE 2430234400012	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
238 HAWES	AVE 2430234400020	1.0	\$ 1,225	\$ 1,225	11,326	11,326	\$ 0.07	\$ 792.82	\$	\$ 2,017.82	
239 HAWES	AVE 2430234400013	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
244 HAWES	AVE 2430234400019	1.0	\$ 1,225	\$ 1,225	11,760	11,760	\$ 0.07	\$ 823.20	\$	\$ 2,048.20	
245 HAWES	AVE 2430234400014	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
253 HAWES	AVE 2430234400015	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
4180 HODGSON	RD 2430234400089	0.5	\$ 1,225	\$ 613	9,584	9,584	\$ 0.07	\$ 670.88	\$	\$ 1,283.38	
4194 HODGSON	RD 2430234300001	0.5	\$ 1,225	\$ 613	16,988	16,988	\$ 0.07	\$ 1,049.58	\$	\$ 1,662.08	
4119 RUSTIC	PL 2430234400056	1.0	\$ 1,225	\$ 1,225	13,504	13,504	\$ 0.07	\$ 927.64	\$	\$ 2,152.64	
4120 RUSTIC	PL 2430234400055	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$	\$ 1,987.30	
4127 RUSTIC	PL 2430234400030	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$	\$ 1,926.26	
4128 RUSTIC	PL 2430234400031	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$	\$ 1,926.26	





Date of Pending: April 5, 2010  
10 year assessment

HAWES/DEMAR/RUSTIC  
RECONSTRUCTION  
PROJECT 10-01

STREET & STORM ASSESSMENTS				Street		Storm Sewer				Street/Storm
Address		PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Total Assessment
4133 RUSTIC	PL	243023440029	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4134 RUSTIC	PL	243023440032	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4141 RUSTIC	PL	243023440028	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4142 RUSTIC	PL	243023440033	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4147 RUSTIC	PL	243023440027	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4148 RUSTIC	PL	243023440034	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4155 RUSTIC	PL	243023440026	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4156 RUSTIC	PL	243023440035	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4161 RUSTIC	PL	243023440025	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4162 RUSTIC	PL	243023440036	1.0	\$ 1,225	\$ 1,225	10,018	10,018	\$ 0.07	\$ 701.26	\$ 1,926.26
4169 RUSTIC	PL	243023440024	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$ 1,987.30
4170 RUSTIC	PL	243023440037	1.0	\$ 1,225	\$ 1,225	10,890	10,890	\$ 0.07	\$ 762.30	\$ 1,987.30
Total Assessable Units & Assessments			63.0		\$ 77,175				\$ 51,180.57	\$ 128,355.57





**\* PROPOSED\***

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD SEPTEMBER 19, 2011**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 19, 2011, at 7:00 p.m. The following members were present:

and the following members were absent: .

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 11-66**

**RESOLUTION ADOPTING THE ASSESSMENT ROLL  
FOR THE HAWES/DEMAR/RUSTIC RECONSTRUCTION  
CITY PROJECT NO. 10-01**

WHEREAS, the City Council of the City of Shoreview, Minnesota, pursuant to proper mailed and published notice in accordance with Minnesota State Statute 429.061, has held a public hearing to consider the proposed assessment roll for the Hawes/Demar/Rustic Reconstruction, City Project 10-01.

WHEREAS, the City Council has received and passed upon all written and oral objections presented to it with regard to said proposed assessment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

1. The proposed assessment roll, a copy attached and made part of this resolution by reference, is hereby accepted and shall constitute the special assessment against the lands described therein and each tract thereby assessed is found to be benefited by the improvement in the amount shown.



2. The assessment for Hawes/Demar/Rustic Reconstruction, City Project 10-01, is to be paid in equal installments extending over a period of Ten (10) years, the first payment to be payable on or before the first Monday in January, 2012, and shall bear interest at the rate of 3.60 percent per annum. The first installment shall include interest from the date of this resolution until December 31, 2012. The assessments are to be made payable in equal annual installments including principal and interest.
3. The owner of the property so assessed, may at any time prior to certification of the assessment roll to the County Auditor, pay the entire amount of the assessment on such property with interest accrued to the date of payment to the City Treasurer, except that no interest shall be charged if said assessment is paid within thirty (30) days from the date of the adoption of this resolution and he may at any time pay, to the County Treasurer, the entire amount of the assessment remaining unpaid with interest accrued to December 31, of the year in which such prepayment is made. Such payment must be made by November 15, or interest will be charged through December 31 of the succeeding year.
4. The Manager shall transmit a certified copy of this assessment roll to the County Auditor to be extended on the property tax list of the County Auditor and such assessment shall be collected and paid over the same manner as other municipal taxes.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 19<sup>th</sup> day of September, 2011.



RESOLUTION NO. 11-66  
PAGE THREE

STATE OF MINNESOTA)  
 )  
COUNTY OF RAMSEY )  
 )  
CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 19<sup>th</sup> day of September, 2011 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to adopting the Assessment Roll for Hawes/Demar/Rustic Reconstruction, City Project 10-01.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 20<sup>th</sup> day of September, 2011.

---

Terry C. Schwerm  
City Manager

SEAL



## PROPOSED MOTION

### DENY APPEAL AND UPHOLD THE PLANNING COMMISSION'S DECISION

**MOVED BY COUNCIL MEMBER:** \_\_\_\_\_

**SECONDED BY COUNCIL MEMBER :** \_\_\_\_\_

To deny the appeal and uphold the Planning Commission's decision denying the variance requests submitted by Michael Morse, 1648 Lois Drive, to exceed the area and height requirements for a detached accessory structure on his property. This denial is based on the following findings:

1. The request does not comply with the spirit and intent of the City's Development Code and Comprehensive Plan. The residential dwelling unit is no longer the dominant use or feature of the property because of the proposed size and height of the accessory structure.
2. Reasonable Manner. The proposed size and side yard setback of the garage is not reasonable for the property due to the lot characteristics and size of the home. The proposed 1,100 square foot structure has an area that is 91% larger than the maximum 576 square feet permitted.
3. Unique Circumstances. The unique circumstances are due to the applicant's personal storage needs and not a unique characteristic of the property. While the home is small and has limited expansion potential, a detached garage 576 square feet in size and small storage shed can be constructed on the property. The structure can be setback 5-feet from the side lot line in accordance with the Development Code.
4. Character of Neighborhood. The proposed structure dominates the property and detracts from the residential character of the property and neighborhood. The visual impact of the structure from the west side property line cannot be mitigated due to the 2.3-foot setback proposed.

**ROLL CALL:**      **AYES** \_\_\_\_\_      **NAYS** \_\_\_\_\_

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting - September 19, 2011

**TO:** Mayor, City Council and City Manager  
**FROM:** Kathleen Nordine, City Planner  
**DATE:** September 16, 2011  
**SUBJECT:** Appeal –Michael Morse, 1648 Lois Drive, File No. 2416-11-09

**APPEAL**

Michael Morse, 1648 Lois Drive, submitted an appeal to the Planning Commission's decision denying variances associated with the construction of a garage on his property. The Planning Commission found that practical difficulties are not present and made findings regarding the dominant size of the structure, proximity to the western property line, and impact on the adjoining property and neighborhood.

The appeal states that the variance should be approved due to practical difficulties and unusual circumstances of his property. The variances denied included:

1. To exceed the maximum area permitted (75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive) – The area of the proposed structure is 1,100 square feet exceeding the maximum of 576 square feet permitted.
2. To exceed the combined area of all accessory structures on the property (90% of the dwelling unit foundation area or 1,200 square feet whichever is more restrictive) – The combined area of all accessory structures is 1,100 square feet exceeding the 691 square feet permitted.
3. To exceed the maximum 15-foot height permitted – height of 15'11" is proposed.
4. To reduce the required 5-foot setback from a side property line to 2.3 feet.

Please see the attached site plans.

**PROJECT DESCRIPTION**

The property is located on Lois Drive, east of Snelling Avenue. It has a width of 75 feet, a depth of 135 feet and an area of 10,125 square feet. Along the eastern boundary is a 5-foot drainage easement that is developed with a drainage ditch. There is a one-story single family home on the property that has a foundation area of 768 square feet. The home has a height of 15 feet as measured from ground grade to peak. A detached garage approximately 360 square feet in size was also located on the property but was demolished in June. Other improvements include a driveway and deck.

The City became aware of a garage being constructed on the applicant's property in early July and issued a stop work order on July 8th. At that time, Mr. Morse became aware that a building permit is required for the garage and that the structure did not comply with the City's standards. The applicant had stated the detached garage is being constructed in the same location as the previous garage. The garage has an overall area of 1,100 square feet, a width of 22 feet and a depth of 50 feet. A recent survey identified that the structure is setback 2.3 feet from the side property line and 11.7 feet from the rear property line. The applicant is required to expose and locate the property irons to verify that the structure complies with the required setbacks.



## **Appeal**

Morse

File No. 2424-11-17

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The garage is designed with a gable style roof and includes a second floor storage area extending the full length of the garage. This storage area has an interior height of 4' 8". The overall height of the structure is proposed at 15' 11".

### **DEVELOPMENT ORDINANCE REQUIREMENTS**

The property is located in the R1, Detached Residential District. In this District, the principal structure must be setback a minimum of 30 feet from the front lot line. A minimum side yard setback of 10-feet is required for living area and 5-feet for accessory structures and driveways/parking areas. Accessory structures must also maintain a minimum 10-foot setback from a rear property line. Impervious surface coverage cannot exceed 40%.

On parcels less than 1 acre, the maximum area permitted for a detached garage is 75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive. The combined area of all accessory structures cannot exceed 90% of the dwelling unit foundation area or 1,200 square feet, whichever is more restrictive. The maximum height permitted for detached accessory structures is 18 feet as measured from the roof peak to the lowest finished grade; however in no case shall the height of the structure exceed the height of the dwelling unit. In addition, sidewalls cannot exceed 10 feet and interior storage areas above the main floor cannot exceed an interior height of 6 feet.

The exterior design of the structure must be compatible with the dwelling and be similar in appearance from an aesthetic, building material and architectural standpoint. The proposed design, scale, height and other aspects related to the accessory structure are evaluated to determine the impact on the surrounding area. Building permits may be issued upon the finding that the appearance of the structure is compatible with the structures and properties in the surrounding area and does not detract from the area. The intent of these regulations and the City's Comprehensive Plan's policies is to ensure that the residential character of the property and neighborhood is maintained and that dwelling unit remains the primary feature and use of the property.

### **Variance Criteria**

When considering an appeal, the Council needs to determine whether or not the Planning Commission erred in their decision denying the variances requested. When considering a variance request, the Commission and City Council must determine whether the ordinance causes the property owner practical difficulty and find that granting the variances is in keeping with the spirit and intent of the ordinance. Practical difficulty is defined as:

1. *Reasonable Manner.* The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.
2. *Unique Circumstances.* The plight of the property owner is due to circumstances unique to the property not created by the property owner.
3. *Character of Neighborhood.* The variance, if granted, will not alter the essential character of the neighborhood.

## **Appeal**

Morse

File No. 2424-11-17

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For the Council to support the appeal, findings must be made that the Commission erred in their decision and that practical difficulty is present.

### **Applicant's Statements**

#### **Appeal**

Mr. Morse states that the variances should be allowed due to practical difficulties and unusual circumstances associated with his property. His house is located in Edgetown Acres where development is tightly platted. The original garage on the property was shifted to the west due to drainage ditch along the east property line. The foundation of the new garage is in close proximity to the foundation of the old garage. Moving the garage further east so it is in compliance with the 5-foot side yard setback would not line up with the house and require the driveway to be closer to the home. This placement of the garage would look out of place. If the garage is permitted to stay where currently located, the west wall will be constructed with a firewall as required.

#### **Variance**

The applicant identifies that practical difficulty is present. He does plan on using the structure in a reasonable manner to house vehicles and other personal property and access the backyard area. Unique circumstances include the small size of the home (768 square feet) which lacks storage area. The house also has limited expansion potential due to the interior floor layout and location of a drainage easement on the property. The proposed garage will not alter the character of the neighborhood because there are other large garages in the area and the roof height has been reduced to match the home.

Mr. Morse previously stated that there are economic considerations which should be taken into account. Removal or alteration of the garage will create some economic difficulties because of the investment already expended for the structure.

Please refer to the attached statements.

### **PLANNING COMMISSION REVIEW**

The Planning Commission considered this request at their July and August meetings. The Commission tabled a variance request at the July 26<sup>th</sup> meeting to allow Mr. Morse the opportunity to revise the plans and address concerns regarding the building mass, visual impact and impact on the neighborhood character. In response, the plans were revised by reducing the height of the structure from 20'4" to 15'11"; however, the proposed 1,100 square foot area remained the same. Furthermore, a survey submitted after the July 26<sup>th</sup> meeting found that the structure is 2.3' from the side property line and not 6' as originally indicated in the submittal.

The Commission reviewed the variance request again at their August 23<sup>rd</sup> meeting. While the Commission appreciated the reduction in height, concerns were present regarding the size of the structure, proximity to the western property line, and impact on the adjoining property and neighborhood. The Commission

## **Appeal**

Morse

File No. 2424-11-17

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denied the requests based on their finding that practical difficulty is not present and adopted the following findings:

1. The request does not comply with the spirit and intent of the City's Development Code and Comprehensive Plan. The residential dwelling unit would no longer be the dominant use or feature of the property because of the proposed size and height of the accessory structure.
2. Reasonable Manner. The proposed size and side yard setback of the garage is not reasonable for the property due to the lot characteristics and size of the home. A one-story detached accessory structure with a maximum area of 576 square feet and a small storage shed could be constructed on the property at the required 5-foot setback.
3. Unique Circumstances. The unique circumstances are due to the applicant's personal storage needs and not a unique characteristic of the property. While the home is small and has limited expansion potential, a detached garage 576 square feet in size and small storage shed can be constructed on the property. The structure can be setback 5-feet from the side lot line in accordance with the Development Code.
4. Character of Neighborhood. The structure dominates the property and detracts from the residential character of the property and neighborhood. The visual impact of the structure from the west side property line cannot be mitigated due to the 2.3-foot setback proposed.

## **STAFF REVIEW**

Staff concurs with the Commission's decision and does not believe the Commission erred in their decision. The proposed height reduction is a positive change, however, staff still believes practical difficulties are not present. The size of the detached garage and the proximity to the side property line remain a concern.

*Reasonable Manner. The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.*

The City's Development Code permits accessory structures on residential properties provided certain requirements are met. The Development Code places limitations on the height and size of these structures to allow property owners to use their property in a reasonable manner. In this case, the Development Code permits a 576 square foot accessory structure (24' x 24') on the property, which is large enough for two vehicles and other personal property. A second accessory structure up to 115 square feet may also be allowed for additional storage. Therefore, the total accessory structure square footage permitted is 691 square feet.

These standards were adopted by the City so accessory structures remain secondary to the principal use (the dwelling) on the property. Regulating the size, height and location ensures that accessory structures remain a secondary use to the main residential use of the property and are not the dominant feature of the property. The Staff believes that the standards do allow the applicant to use the property in a reasonable manner since a detached garage and small storage shed are permitted by the Development Code.

The Commission did express concern regarding the building mass of the structure at the July meeting and directed the applicant to reduce the height and work with staff on the area. The height reduction from 20'4" to 15'11 inches is a positive change and does address some concerns regarding building mass. The upper storage area complies with the City's requirements. The proposed height slightly exceeds the

## Appeal

Morse

File No. 2424-11-17

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maximum 15' permitted; however, the greater height will not be discernable due to the proximity of the garage to the house.

Staff remains concerned about the proposed 1,100 square foot area and with the 2.3-foot setback from the side property line. In Staff's opinion, the proposed size of the garage is not reasonable for this property due to the lot size, size of the home and proximity to the side property line. If the garage is allowed to be completed, property may appear to be over capacity or overbuilt. When looking at the rear yard, the structure occupies about 25% of the yard area. While neighboring properties also have detached garages located in the rear yard, they tend to occupy less yard space due to the smaller structure size. The proposed structure affects the sense of open space in the back yard area and affects the neighboring properties. Since it is setback only 2.3' from the side lot line, the visual impact of the structure from the west cannot be mitigated. At the proposed size, the detached garage is not subordinate to the home. The area of the garage would be 140% of the dwelling unit foundation area and the detached garage would become the dominant feature and use on the property. Other options are also available including adding a storage area onto the home, attaching a garage to the home or storing some items off-site.

*Unique Circumstances. The plight of the property owner is due to circumstances unique to the property not created by the property owner.*

While staff agrees that the 768 square foot home is small for today's living standards, it is not necessarily a unique circumstance that warrants the variances requested. There are other homes in the neighborhood that are of a similar size. The Development Code does permit a 576 square foot garage (2-car) on the property which is reasonable for a home of this size. Again, the spirit and intent of the ordinance is to maintain the residential character of the property by limiting the size of accessory structures so the dwelling unit remains the principal use and dominant feature of the property.

In staff's opinion, the request stems from the applicant's personal needs. It appears that the larger garage is needed to store vehicles and personal property.

Another concern of staff's is the proposed 2.3-foot structure setback from the western side lot line. In staff's opinion, unique circumstances are not present that warrant this setback. The applicant has indicated that the structure is placed at the same location as the previous garage. Unfortunately, this cannot be verified since the older garage has been demolished. A new foundation was constructed for this building.

While there is a drainage easement on the eastern side of the property, this is not a unique characteristic nor does it create the need to shift the building further to the west. The garage could be setback 5-feet from the side property line without interfering with the home and other uses on the property.

Other concerns regarding the proposed 2.3-foot side yard setback relate to the visual impact of the structure on the property immediately to the west, drainage, construction and future maintenance. The building wall along this property line is 50 feet long and contains no building openings. Generally, when structures encroach upon the required structure setbacks, it has been the City's practice to require mitigation of the visual impact through landscaping and/or building design. Landscaping is not a feasible option due to the lack of side yard space. In addition, building openings are not permitted along the western building wall because it needs to have a one-hour fire resistance rating. To address drainage concerns, gutters should be required to direct stormwater onto the applicant's property. Construction of the structure and future maintenance will also be difficult without encroaching upon the neighboring property.

## **Appeal**

Morse

File No. 2424-11-17

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*Character of Neighborhood. The variance, if granted, will not alter the essential character of the neighborhood.*

The neighborhood is characterized with smaller one and one and one-half story homes that are developed with detached garages. Some of the homes remain the original size as when constructed while others have been expanded. In some instances, there are properties that do have detached accessory structures that exceed the current area and/or height standards. These structures are considered non-conforming.

While staff understands that there are other large detached garages in the area, concerns remain regarding the mass of the structure and the impact it does have on the neighborhood and adjoining properties. In staff's opinion, the structure would be the dominant feature of the property due to the size. The reduction in height does alleviate some concern regarding the impact on the neighborhood, but staff believes that the structure will dominate this property as well as others in the neighborhood. Furthermore, the 2.3-foot setback from the side property line is detrimental to the neighboring property because of the visual impact, drainage – stormwater runoff and potential for encroachment resulting from building construction and maintenance.

## **PUBLIC COMMENT**

Property owners within 150 feet were notified of the appeal. Comments for the appeal and from the previous Planning Commission notices are included in this report. Staff also spoke with a resident who indicated that the utility company does have a 15-foot access easement over the rear of these properties. Staff did review the original plat map which indicates that there is a 5-foot easement along the rear of this property. Concern was also expressed regarding floor drains that exist in the structure's foundation. These drains are directed to the rear yard. This is permitted since the structure is detached from the home. However, if the garage was attached to the home, the drains would be required to discharge into the City's sanitary sewer system.

## **STAFF RECOMMENDATION**

While staff understands the applicant's rationale for the request and is sympathetic to their needs, neither the appeal nor the variances are supported. In staff's opinion, the Planning Commission did not err in their decision and made the appropriate finding that practical difficulty is not present. Staff is recommending the Council deny the appeal and uphold the Commission's decision based on the following findings:

1. The request does not comply with the spirit and intent of the City's Development Code and Comprehensive Plan. The residential dwelling unit is no longer the dominant use or feature of the property because of the proposed size and height of the accessory structure.
2. Reasonable Manner. The proposed size and side yard setback of the garage is not reasonable for the property due to the lot characteristics and size of the home. The proposed 1,100 square foot structure has an area that is 91% larger than the maximum 576 square feet permitted.
3. Unique Circumstances. The unique circumstances are due to the applicant's personal storage needs and not a unique characteristic of the property. While the home is small and has limited expansion potential, a detached garage 576 square feet in size and small storage shed can be constructed on the property. The structure can be setback 5-feet from the side lot line in accordance with the Development Code.

## **Appeal**

Morse

File No. 2424-11-17

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4. Character of Neighborhood. The structure dominates the property and detracts from the residential character of the property and neighborhood. The visual impact of the structure from the west side property line cannot be mitigated due to the 2.3-foot setback proposed.

If the Council supports the appeal, findings for practical difficulty must be adopted and added to Resolution 11-53 attached.

### Attachments:

- 1) Res. 11-53
- 2) Location Map
- 3) Aerial and Site Photos
- 4) Appeal Submittal
- 5) August 23<sup>rd</sup> Planning Commission Submittal, including minutes
- 6) July 26<sup>th</sup> Planning Commission Submittal, including minutes
- 7) Motion

T:\2011\pcf\2424-11-17\appeal/ccappealreport.doc

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD SEPTEMBER 19, 2011**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present:

And the following members were absent:

Member        introduced the following resolution and moved its adoption.

**RESOLUTION NO. 11-53 FOR VARIANCES ASSOCIATED WITH THE  
CONSTRUCTION OF A DETACHED GARAGE**

WHEREAS, Michael Morse, 1648 Lois Drive , submitted a variance application for the following described property:

*Lot 10, Block 5, Edgetown Acres, subject to Drainage Easement  
Ramsey County, Minnesota  
(This property is commonly known as 1648 Lois Drive)*

WHEREAS, the Development Regulations establish regulations for accessory structures on residential properties; and

WHEREAS, the maximum area permitted is limited to 75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive. The maximum area permitted for 1648 Lois Drive is 576 square feet; and

WHEREAS, the maximum area of all accessory structures is limited to 90% of the dwelling unit foundation area or 1,200 square feet, whichever is more restrictive. The maximum area permitted for 1648 Lois Drive is 691 square feet; and

WHEREAS, the maximum height of a detached accessory structure cannot exceed 18 feet or the height of the dwelling unit. The maximum height permitted for 1648 Lois Drive is 15 feet; and

WHEREAS, the minimum structure setback for a detached accessory from a side property line is 5-feet; and

WHEREAS, the applicant has requested the following variances for a proposed garage on the property;

1. To exceed the maximum area permitted (75% of the dwelling unit foundation area or 750 square feet whichever is more restrictive) – The area of the structure is 1,100 square feet exceeding the maximum of 576 square feet permitted.
2. To exceed the combined area of all accessory structures on the property (90% of the dwelling unit foundation area or 1,200 square feet whichever is more restrictive) – The combined area of all accessory structures is 1,100 square feet exceeding the 691 square feet permitted.
3. To exceed the maximum 15-foot height permitted – height of 15'11" is proposed.
4. To reduce the required 5-foot setback from a side property line to 2.3 feet, and

WHEREAS, the Shoreview Planning Commission is authorized by state law and the City of Shoreview Development Regulations to make final decisions on variance requests, unless appealed;

WHEREAS, on August 23, 2011 the Shoreview Planning Commission denied the variance request based on the finding that practical difficulty was not present;

WHEREAS, the applicant appealed the Planning Commission's decision to the City Council;

WHEREAS, the City Council heard the appeal on September 19<sup>th</sup> and overturned the Planning Commission's decision and approved the variances based on the following findings:

1. Reasonable Manner. The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations. *Add finding*
2. Unique Circumstances. The plight of the property owner is due to circumstances unique to the property not created by the property owner. *Add finding*
3. Character of Neighborhood. The variance, if granted, will not alter the essential character of the neighborhood. *Add finding*



NOW, THEREFORE, BE IT RESOLVED BY THE SHOREVIEW CITY COUNCIL, that the variance request for property described above, 1648 Lois Drive be approved, subject to the following conditions:

*Add conditions*

The motion was duly seconded by Member                      and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Adopted this 19th day of September, 2011

\_\_\_\_\_  
Sandra C. Martin  
Mayor

ATTEST:

\_\_\_\_\_  
Kathleen Nordine, City Planner

SEAL

ACCEPTANCE OF CONDITIONS:

\_\_\_\_\_  
Michael Morse, Property Owner



- Municipalities
- Road Centerlines (County)
- County Road
- Interstate Hwy
- State Hwy
- Roads
- Water
- Structures
- Parcel Polygons
- 2009 Color Aerials
- Highway Shields
- Street Name Labels



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

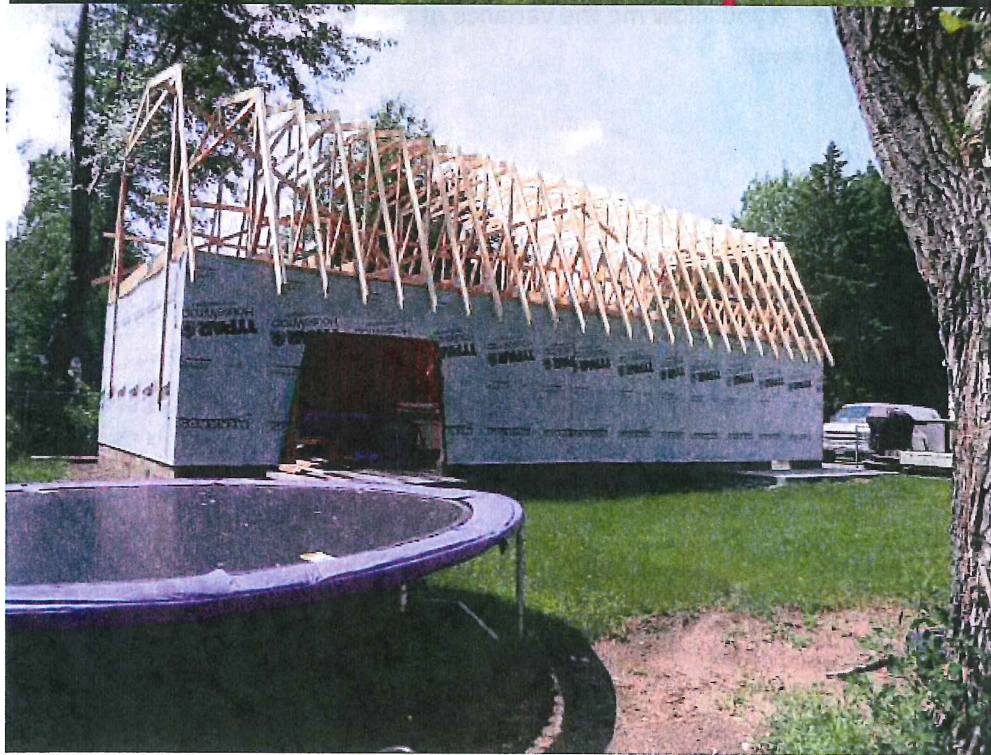
SOURCES: Ramsey County (July 5, 2011), The Lawrence Group (July 5, 2011) for County parcel and property records data; July 2011 for commercial and residential data; April 2009 for color aerial imagery; All other











Members of the Shoreview City Council and Mayor Martin, I thank you for this opportunity to appeal the decision of the Shoreview Planning Commission regarding my requests for variances on my property at 1648 Lois Drive. I feel the variance should be allowed due to practical difficulties and the unusual circumstances of my property. I can substantiate and strongly support these claims with evidence.

I've made revisions to the height of the project per the recommendations of the planning commission. At their most recent meeting they appeared to be okay with the mass of the project. But, the side yard set back was not something I was aware of until my yard was recently surveyed. This survey was done after my first meeting with the commissioners on July 26<sup>th</sup>. I was not aware of the setback issue until the survey was taken.

My home is in the Edgetown Acres development of north Shoreview. The original development was very tightly platted. Ordinances have changed and yet many properties have been grand fathered in. There were problems with the original platting of my property. The original garage was shifted west because of the drainage ditch on the east side of the property. The construction company poured my new garage floor in close proximity to the foundation of the old garage, expanding the foundation further to the east and south - so as not to encroach on the already established side yard boundary. We had no idea the side yard set back was already in violation of code. To look at a drawing of my property, the house and the garage appeared to be placed symmetrically. If I were to move the garage floor east by measuring five feet from what is the true property line, my garage would not line up symmetrically with the house. If I were to move the driveway over to line up with the garage, the driveway would run much closer to the house. From the street, the placement of garage, driveway and house would look completely out of place. If you allow me the variance of the side yard set back I will make sure the west wall of the garage is a firewall.

Thank you.

Mike Morse  
1648 Lois Drive  
Shoreview MN  
651-248-0428

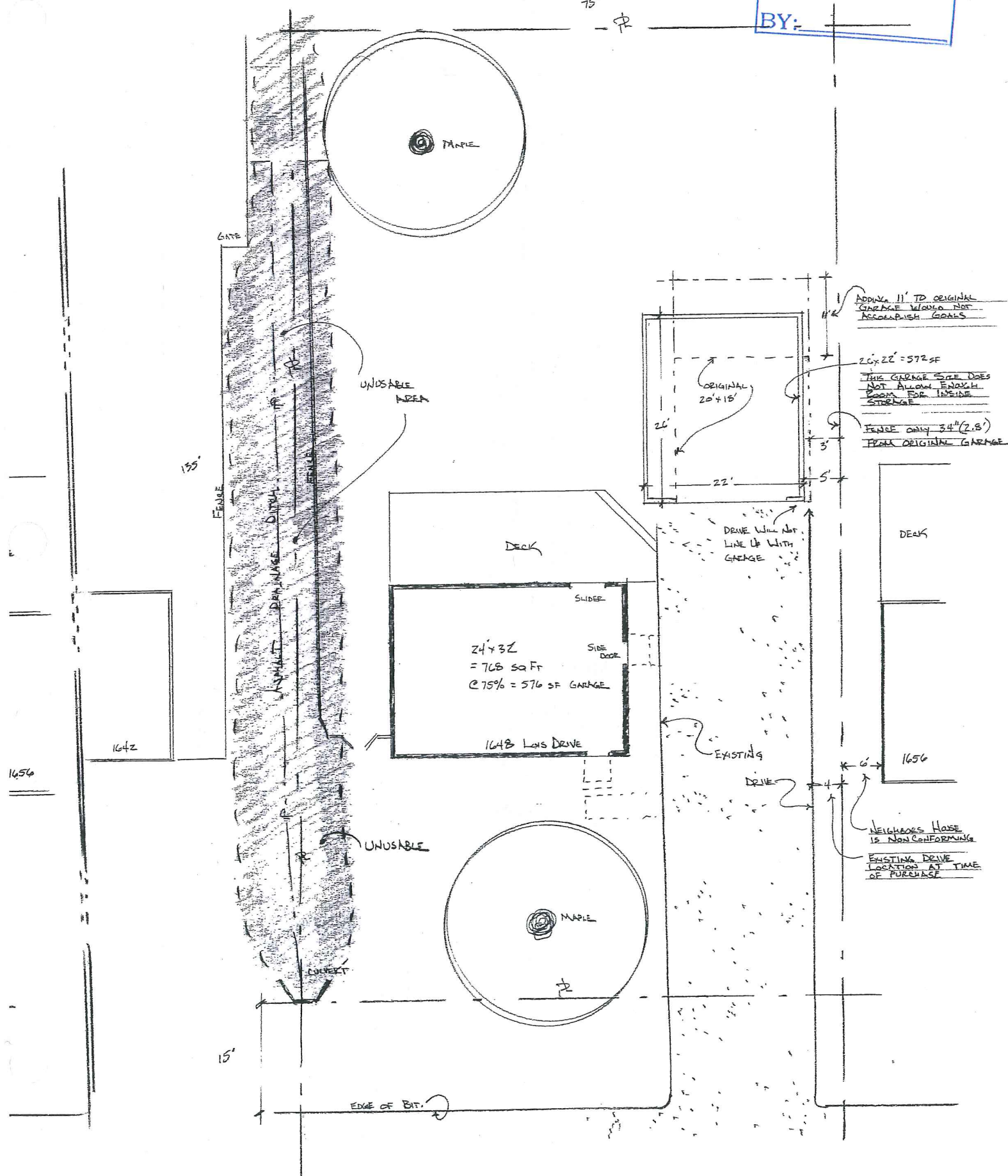
MICHAEL MORSE 1648 LOS DRIVE SHOREVIEW

1/8" = 1'-0"

8-29-11

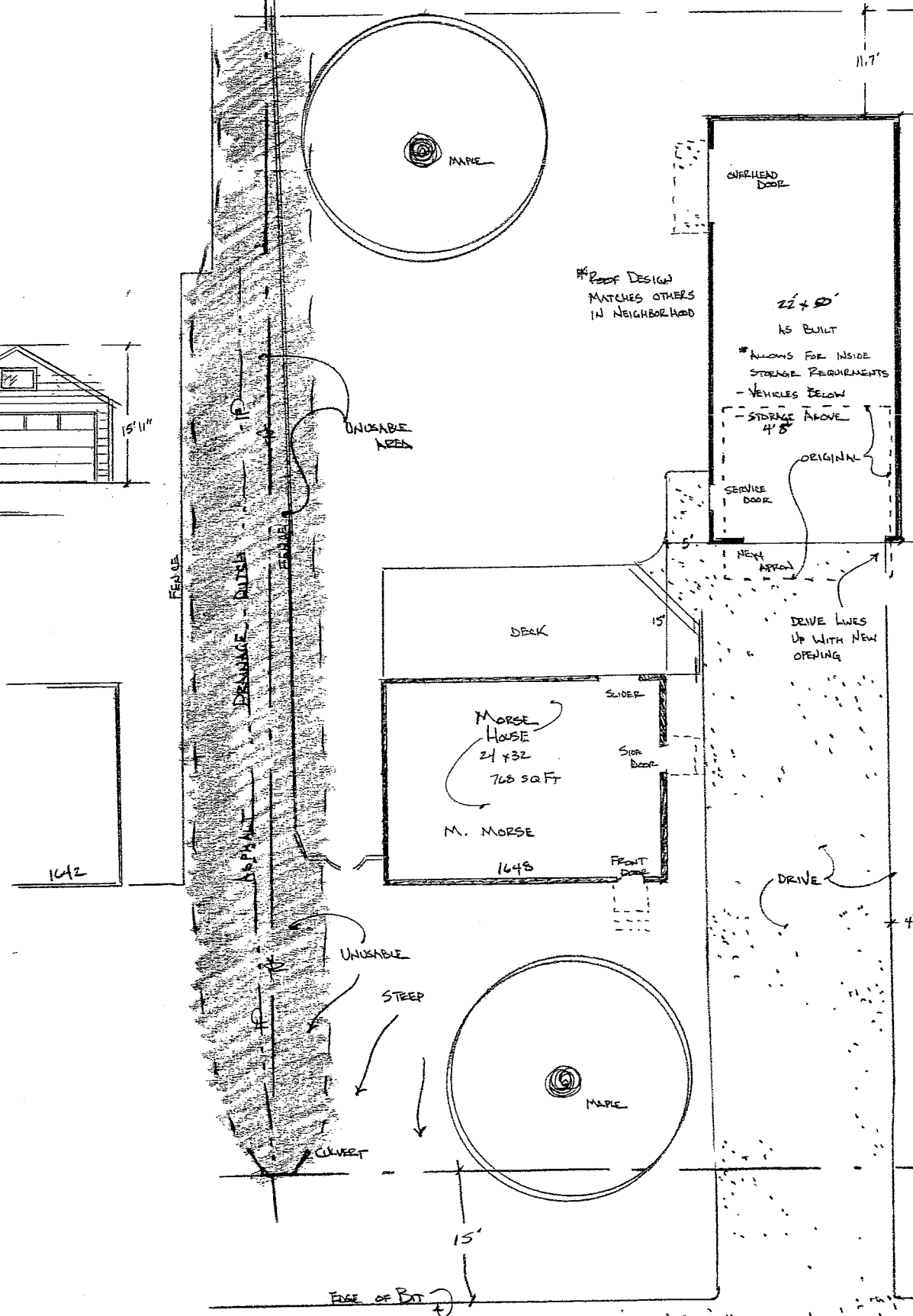
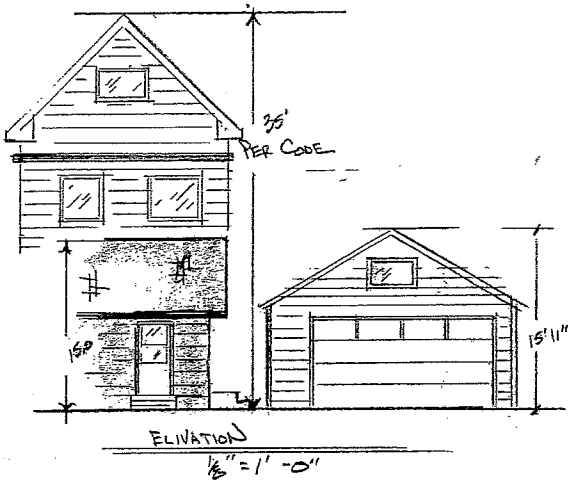
CODE COMPLIANCE

RECEIVED  
AUG 30 2011  
BY:





AS BUILT





September 12, 2011

City of Shoreview  
4600 Victoria Street North  
Shoreview, MN 55126  
Attn: Mayor Sandy Martin

Ref: Michael Morse Garage, 1648 Lois Drive

We have been attending the meetings and watching the events taking place with Michael's garage. We live across the street from Michael (1643 Lois Drive). We don't understand how the city can justify using the same codes for every subdivision of Shoreview. Subdivisions are different and the codes that apply for one area doesn't always mean it will work for another area.

"Edgetown Acres" is the oldest subdivision in Shoreview. In fact, this subdivision was originally New Brighton for many years. The houses and garages were built in the 50's and some of them were NOT built according to the property line setback codes. That isn't something that can be changed at this time (unless after all these years you decide houses need to be torn down and moved to conform to the setbacks), but we should make some effort to work with what we have without creating chaos. If the city is trying to use Mike as an "Example" for not getting a permit, you are only going to make things worse. Is that really what you want to do? Do you want to create rivalry and animosity between the city and your tax paying residents by using intimidation? All Mike wishes to do is get his garage built. We, along with many other "Edgetown Acre" residences agree that codes need to be revised and viewed on an individual bases. Mikes next door neighbors don't have a problem with his garage, so why should someone in another area be concerned about it? If a person is driving by and they don't like it, I suggest they don't look at it.

I have noticed at the Planning Commission meetings regarding this issue, there has been mixed indecisive reasons for denying the variances for Mikes garage. In the first meeting (July 26<sup>th</sup>), the committee emphasized their dislike in the height of Mikes garage and that it towered over his dwelling. The building mass was not as much of a concern as the height of the structure. Before the Shoreview Planning Commission tabled the Variance request on July 26<sup>th</sup>, they suggested Mike should consider lowering the roof line of his garage on his revised plans. At the next (August 23<sup>rd</sup>) Planning Commission meeting, the excuse for denying Mikes variance was, "they didn't like how he went about building the garage without a permit". I believe Mike has learned his lesson, but there's no need to punish him as though he's committed a horrendous crime. Good grief, the kid screwed up by not abiding to the cities constant changing protocol. If you need to "fine" him, then do so in a reasonable manner. He didn't do this to get out of paying for a permit or trying to evade additional property taxes. That was the farthest thing from his mind. This responsible young man was able to purchase his first home at the age of 19. How many young men do you know at that age that was able to buy a house and support himself? Our neighborhood seniors are either passing away or moving out to assisted living homes and we need to encourage new home buyers and existing homeowners to reside in our quant old community.

Mike worked diligently revising his plans by lowering the structure to 15'11" and he also had a survey performed on his property. To his surprise and his neighbors, the surveyors said the property lines are all screwed up. The neighbor's home adjoining his new garage structure is 7' from the property line and Mike's

garage/driveway was measured at 2'3" from the property line. That means Mike's garage and driveway have been in this location from "Day 1" when it was built (an issue not created by Mike). This brings up a list of questions and problems. Do you make his neighbors tear down their home and move it over 3 feet? When Mike purchased this house there wasn't anything disclosed that the garage and driveway were not built according to the property line setbacks. Do you think that he would have purchased this home knowing that he would have problems years down the road if or when he decided to expand? When people are searching for a home to purchase, they look at the location, house, garage and yard. They focus on affordability and hope an inspection passes to make sure things aren't wrong with the home. I would never think to go to the city hall beforehand and spend all kinds of time to look at the property records, city codes and regulations before making an offer on a home. What good would that do anyway? The codes keep changing and the homeowner wouldn't be able to update their home as originally planned when they purchased it. Building codes are beneficial to the community but sometimes the restrictions are just not logical. Mike is a 28 year old, ambitious, self supportive young man that never drank or smoked and only wants to improve his home to accommodate his new life with his girlfriend and her two children that have enrolled in Moundsvie School District. He can live with the small house at this time, but the storage area isn't available or practical.

The city requires a property owner must prove there are "Practical Difficulties" present for a variance to be approved. To me "Practical Difficulties" describes this entire subdivision and today's economic structure. The lots, homes and garages are old and small. Economics is a Practical Difficulty whether you want to admit it or not. Not everyone is fortunate enough to spend tens of thousands of dollars to update and expand their home or take a loss when selling it. The next best thing is to provide a storage structure that will allow us to enclose and protect our property and keep our yards/driveway visually appealing. I would rather see large garage instead of stuff laying around in the yards and driveways. I consider constructing a large enough garage to facilitate ones needs is a "Reasonable Manner" for this variance. Our recession has created a change in our lives many of us never expected. Many people are either down sizing and trying to prevent huge losses in the sales of their homes (provided they sell them) while others are fortunate enough to improve their lives a little at a time. It's disheartening to see the value of our homes decreasing year after year but our property taxes increasing continuously. We don't want people to leave our neighborhood; we want to encourage them to stay. We need to be more lenient to change.

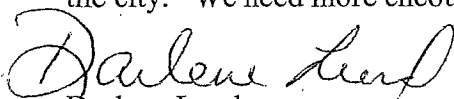
"Unique Circumstances": If there ever was a unique circumstance in this subdivision, I would have to say this one takes the cake. If you haven't seen Mike's property, you should probably view it for yourself. Mike's property borders a drainage ditch. There are 4 property owners that have to deal with that eye sore of a drainage ditch. We live across the street and our property also borders the drainage ditch but it isn't nearly as unsightly as Mike's side. Not only is the drainage ditch unsightly, it creates a passageway for little trouble makers to sneak into our yards, hide their bikes and any stolen bikes, toys, etc. they have collected. I've been around this neighborhood for over 45 years and that ditch has worsened over the years. We were told that no improvements (culverts) will be made to that ditch until 2018. The repairs that were made to it about 4 years ago made it look worse. It also has a HUGE impact on Mike's property and any future improvements he wants to make to his house. The erosion and loss of property usage created by that ditch would be enough to make anyone angry. It now makes sense as to why Mike's house and garage were all built on the far west side of the property. Homes had to be built a certain distance from the drainage ditch and the sloping landscape. The city doesn't allow us to modify or make any changes to the ditch, yet 9' x 135' of Mike's property is used up by that drainage ditch which limits him modifications to his home (example: lot size, impervious area). This situation is absolutely a "Unique Circumstance" that has not been created by the property owner. A Unique Circumstance that is continuously worsening year after year.

"Character of the Neighborhood": First of all, let's define the character of this neighborhood. It's OLD and eclectic. I love this neighborhood but there is no other way to describe it. Again, if you are unfamiliar with the Edgetown Acres subdivision, you must take a drive around and see for yourself. In the meetings at City Hall, I keep hearing the word "Nonconforming". Comparisons of other homes and garages were made in the meetings and some of them were described as "Nonconforming". Just because the codes have changed over and over again throughout the years, it doesn't mean these structures are "Nonconforming". At one time or another, they were all conforming. If you want the "Character of the Neighborhood" to stay the same, then maybe we should all still have our old 1955 to 1960 vehicles sitting in our driveways. Our curbs (if you want to call them that) are just about as old as our homes. They are continuously being battered and destroyed by snow plows but never get any attention for repair. Edgetown Acres has all kinds of different style homes and garages. Our subdivision has styles of homes that consist of a dome home, huge two story homes, homes with garages in the lower level, garages with living quarters above, attached and detached garages, remodeled homes, very old homes, large ramblers and tiny rambler homes (like Mikes). There's a home across the street from us that's an all brick veneer modern home with the front and back yard comprised of natural wild flowers and trees (no lawn). We can only see the garage because of all the plant growth in their yard. That home doesn't fit what so ever into your so called "Character of the Neighborhood" homes, but we don't care. As long as it's visually appealing, it doesn't matter.

Mikes house is on a hill and with the garage set back from it; the garage doesn't look taller than the house. If he changed the roof line to the 15'-11" revised plans, it will blend in perfectly. I don't think his house would look good if he decided to add on a second story. I think a second story house on his property would stick out like a sore thumb. The ditch also makes the house appear as though it's taller than it actually is.

There were accusations made about Mike at the August meeting regarding proper disposal of materials. The dried out spots on his lawn is from water softener salt (the salt used in homes and flushed into our sewer systems daily from homeowner's water softeners). He didn't know it would kill his lawn. He did not have insulation in his garage and years ago the old siding was removed and replaced with vinyl siding. He had an individual dumpster for the concrete and one for the wood and scraps. He's not the type of person to just dump garbage and chemicals illegally. He cares about his neighborhood and neighbors. At one time he considered selling his house and moving, but decided against it because he loves this area.

Every request for a variance should be viewed and reviewed individually and exceptions to the rules made individually. We need to set our egos aside and work together on this. Allow residents to increase the size of their garages to protect their property from thieves and make their homestead appealing. The city will gain increased property taxes from it and happy homeowners. Mikes garage will increase the value of his home and our neighborhood. Isn't that what we all strive for these days? I'm concerned a common ground won't be met and Mike will pack up and leave. Then we'll be stuck with another empty home in the neighborhood along with all the other 6 "Foreclosed" homes and 5 homes "For Sale". Are "politics" and "knowing the right people" the only way a private citizen gets a chance in life? We have a resident that is willing to invest in his home and improve the appearance. It's a win-win situation for the homeowner and the city. We need more encouragement in this world and less negativity. Change can be good!!



Darlene Lund  
1643 Lois Drive  
cc: City Council Members

## AUGUST 23<sup>RD</sup> PLANNING COMMISSION MEETING

## **SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011**

3. The variance will not alter the essential character of the neighborhood. The proposed paved area is small, designed as a turnaround, is setback 80 to 95 feet from Victoria Street, near the homes, and will be used primarily for maneuvering vehicles.

### **Discussion:**

Commissioner Mons, in response to Commissioner Wenner's question, suggested that the home business is separate from this application and is in compliance with City regulations.

Commissioner Wenner explained that his question is a result of wondering if the application is because of the fact that there is a home business and whether potential expansion of the business would impact the property. Chair Feldsien noted that any further expansion would require a new application.

VOTE:                      Ayes - 5                      Nays - 0

### **VARIANCE**

**FILE NO.:**                      2424-11-17  
**APPLICANT:**                MICHAEL MORSE  
**LOCATON:**                    1648 LOIS DRIVE

### **Presentation by City Planner Kathleen Nordine**

The Commission reviewed this application at the July meeting and tabled the matter due to concerns about building mass, visual impact and character of the neighborhood. The property is zoned R1 Detached Residential. The proposal has been revised to reduce the height of the garage and the following variances are requested to complete the project:

- Exceed maximum area permitted of 576 square feet to allow 1100 square feet;
- Exceed combined area permitted of 691 square feet to allow 1100 square feet;
- Exceed maximum height required of 15 feet to allow 15 feet 11 inches, reduced from 20 feet, 4 inches (inside storage area reduced to 4 feet 8 inches from original 8 feet 1 inch proposed);
- Reduce the required 5-foot side setback to 2.3 feet, as a recent survey indicates the structure was not set back 6 feet as previously indicated in the plans submitted.

The applicants state that practical difficulty is present. The garage will be used in a reasonable manner to house personal property and access the back yard. The size of the house is small and lacks storage space. The character of the neighborhood will not be changed because there are other large garages in the neighborhood, and the original height has been reduced.

## SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011

Staff does not believe practical difficulty exists. City Code defines use of property in a reasonable manner to mean:

- Detached garages are permitted in compliance with Code standards of height, size and location;
- Accessory structures must remain secondary to the principal (dwelling) use on the property;
- Although the reduced height addresses some concerns, the proposed 1100 square foot size is not reasonable for the property due to the size of the lot, house and proximity to the side lot line. Proximity to the west lot line also raises issues of drainage and overall maintenance.

The proposed garage area exceeds (140%) of the home and becomes the primary use on the property. The proposed setback eliminates impact mitigation of landscaping or buffer from the west. Staff also believes there are other options available, such as 1) allow a garage area of 691 square feet; 2) add storage area to the house; and/or 3) attach the garage to the house. There are some garages in the neighborhood that exceed current standards, but most are in compliance. The mass of the structure and impact to adjacent properties is a major concern.

Responses of property owners include a telephone call in opposition and a letter of support. Staff is recommending denial for the reasons discussed above. The unique circumstances are related to the applicant's personal needs, not characteristics of the property.

Commissioner Solomonson asked if the lot coverage is in compliance. Ms. Nordine stated that it is within the 40% allowed.

**Mr. Gordon Gertz**, 1636 Lois Drive, stated that his professional experience includes environmental public health, construction management, building codes, risk management, legal due diligence, property transfer and evaluation, managed remediation of University property at I-35W and County Road J. The risks he sees for the city would be possible litigation, third party claims if there are drainage problems and political backlash in the future. Costs to the City could include fines and penalties; costs to residents could be increased taxes/insurance premiums, property loss and devaluation, expense in administrative resources.

In addition to the above issues, Mr. Gertz listed a number of construction and regulatory risks. The side setback could especially be a fire risk to neighboring properties.

- No property survey;
- No Gopher State One Call
- Excavation below grade
- No demolition permit
- No testing of demo materials for asbestos, lead or PCBs
- Demo materials burned on-site and disposed off-site and not evaluated according to Minnesota statute

## SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011

- No building permit
- No storm water management plan or erosion control plan contrary to state and federal regulations
- Setbacks, height and size not in compliance with City ordinance
- No frost footings
- Impact of devaluation to properties in the neighborhood

He and other neighbors should not have to view this oversized structure. Because there was no application for a building permit, neighboring property owners were denied their right to comment on the variance. The stressed vegetation on the site may indicate illegal previous dumping on this residential site. There is potential exposure to human health and release to the environment of lead, asbestos, PCB, PAH, to high risk populations of children. There also may be contaminants to State waters with illegal dumping and storm water runoff. It was very disconcerting to hear someone refer to the neighborhood as the "Slums of Shoreview." This only perpetuates an image of devaluation.

He recommended that the Planning Commission uphold City ordinances, building/fire codes and environmental, public health and safety rules. The structure should be in compliance with City Code to maintain the character of the neighborhood. He would urge the Commission to support staff's recommendation.

**Mr. Michael Morse**, Applicant, stated that the appearance of the garage siding is close to identical to the siding on the house. With the height change, the style of the garage is an A-Frame style roof, the same as the house. The aesthetics, building materials and architecture are similar to the house. Although the mass is large, it is screened by its surroundings. This space is needed to protect personal belongings and keep the yard and driveway clean, which will improve the character of the neighborhood. The garage does not detract from the neighborhood, as it is not visible from the road going east or west. One must drive directly in front of the driveway to see it.

**Mr. Morse** maintains that the house is the primary feature on the property. Although the garage is bigger than the house, it is set back 15 behind the house, which makes it appear to be smaller. The new height of 15 feet 11 inches is 4 feet 5 inches shorter than the original proposal. It does not overpower the house from the street. The garage will not provide any essentials for daily living. The house will continue to be the primary use of the property. The primary use for this accessory structure is storage. The allowed garage size of 24 feet by 24 feet is not realistic for storage of their personal belongings.

The ditch on the east side of the home prevents easy access to the back yard. The garage will be used for access. There are no plans for any second accessory structure and would be willing to have his property restricted from a second accessory structure, if the variances are approved.

The house is small with 768 square feet. Many homes in the neighborhood are similar in size but

## **SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011**

the majority of them are occupied by seniors. Very few are occupied by young couples with children.

The Shoreview Comprehensive Plan discusses seniors aging in place, which limits the community's ability to attract young households. There is a need to develop strategies to slow this trend to create an age-balanced community. The City should take into consideration shifting demographics and the changing needs of residents. There is limited expansion potential due to the configuration of the house and the ditch on the east side. The slow erosion of the ditch continuously affects his fence and gradually takes more and more usable property.

Mr. Morse stated that he has lived in the house as a single person for seven years but now has a family. A 691 square foot garage, permitted by the City, is not a possibility. The concrete and framing have been put in, and all their savings and funds invested in the existing structure. The change in height is a loss of approximately \$10,000. Requiring a change in square footage would be a financial tragedy. He would not be able to accommodate such a change for many years. The Comprehensive Plan suggests periodic review of zoning to allow greater flexibility for residents to reinvest in their properties. Selling his house would mean a loss of thousands of dollars due to decreases in property values. The situation is unique.

The recent partial survey shows the east side lot line to be in the middle of the City drain ditch, which makes 9 feet of his property unusable, or approximately 1200 square feet. For this reason, the house and driveway were built toward the west on the property. The new garage was placed within inches of the placement of the old garage. This means the old garage was approximately 3 feet from the property line. Although only 2.3 feet from the lot line, it is 18 feet from the neighbor's house. The visual impact would not be changed, if setback were 5 feet. The driveway is 3 feet 10 inches from the property line and was there before he became the property owner. This is a unique circumstance. The house to the west is 7 feet from the property line, which is non-conforming from 10 feet required for living area. There are no concerns on the part of the neighbor to the west.

The garage does not detract from the neighborhood and surrounding neighbors feel the same. The reason for the 11 inches of height above the allowed 15 feet is because if the trusses were lowered further, a different style would have to be used and open storage space would be lost above the main level. The difference is less than one foot and will not be noticeable. Staff agrees because of the proximity of the garage to the house.

Other circumstances in the neighborhood include unpaved driveways, driveways less than 10 feet apart, one garage 2 feet from the house, foreclosures and vacancies.

**Mr. Toby Gibbs**, 1649 Lois Drive, stated that he sees the front of the garage and has no problem with it. The neighborhood is older with limited space. His concern is to maintain good people in the neighborhood. Mr. Morse is a good neighbor and losing him as a neighbor trumps any concern about the garage. Lowering the height is a fair compromise. Codes develop at a



## SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011

particular time and circumstances change.

**Mr. Carl Agner**, 5629 Aldine Street, stated while homes are supposed to be the primary principal structure on residential property, his tour of the City shows properties where the driveway and garage are seen first and sometimes not the house. If an attached garage of 1,000 square feet is allowed, there is no access to power lines with maintenance equipment because there are no alleys. Setbacks are due to fire regulations. The whole west wall of the proposed garage is a fire wall. If there were screening, it could burn also.

**Mr. Calvin Nets**, 5621 Aldine Street, stated that he is also interested in building a bigger garage because the houses are so small with no storage. He has no problem with the garage Mr. Morse wants to build.

**Ms. Connie Smallman**, 5629 Aldine Street, stated that where the garage is placed she sees no problem with soil erosion or water runoff. It would be different if it were close to the drainage ditch.

Commissioner Mons stated that his major concern is the new information regarding the 2.3 foot setback on the west side. The original proposal requested two variances for height and size. No effort has been made to reduce size. The footprint is extremely large and is more of an issue in a neighborhood where homes are smaller. He would not want to diminish at all Mr. Morse's good reputation in the neighborhood. However, the ordinances applied are applied throughout the City. The question is whether the proposal fits in the neighborhood and the community as a whole. If this is allowed, there will be others who want the same consideration. The combination of the square footage and reduced setback is his concern.

Commissioner Solomonson also expressed concern about the reduced setback. There are unique circumstances. If redeveloped, a 35-foot house could be constructed and the lot 40% covered, as allowed by Code. He believes that view for neighbors would be more troubling than this garage. Some vehicles could be stored in the back yard but would be an eyesore. When driving by this property, with the reduced height, he does not believe the garage is the predominant structure. While concerned about the side yard setback, he is leaning toward supporting the application.

Commissioner Schumer stated that the setback is a problem. It would not have been a problem if the old garage had been rebuilt to a bigger size. While the applicant is a good neighbor, that cannot be the basis for deciding an application under City standards and ordinances. He cannot support the application because if allowed, it will be a problem with future building.

Commissioner Wenner stated that his concern is about the process and lack of a building permit. Not following the process prevented information about the project that could have prevented a situation of losing a lot of money. The structures he has seen similar to the proposed garage have been on farms of approximately 1,000 acres. Rather than forcing a remedy on a small property, sometimes it is better to find housing that is better suited to the needs. He has received several

## **SHOREVIEW PLANNING COMMISSION - AUGUST 23, 2011**

calls from neighbors who are not in favor of this project. He cannot support the application.

Chair Feldsien stated that he was not in support of this proposal because of size and height. The height has been reduced but not the size. Shoreview is rated as a very desirable place to live. Part of that is applying City regulations uniformly across the City.

**MOTION:** by Commissioner Schumer, seconded by Commissioner Wenner to deny the variance requests submitted by Michael Morse, 1648 Lois Drive, to exceed the area and height requirements for a detached accessory structure on his property. This denial is based on the following findings:

1. The request does not comply with the spirit and intent of the City's Development Code and Comprehensive Plan. The residential dwelling unit is no longer the dominant use or feature of the property because of the proposed size and height of the accessory structure.
2. Reasonable Manner. The proposed size and side yard setback of the garage is not reasonable for the property due to the lot characteristics and size of the home. A one-story detached accessory structure with a maximum area of 576 square feet and a small storage shed could be constructed on the property at the required 5-foot setback.
3. Unique Circumstances. The unique circumstances are due to the applicant's personal storage needs and not a unique characteristic of the property. While the home is small and has limited expansion potential, a detached garage 576 square feet in size and small storage shed can be constructed on the property. The structure can be set back 5 feet from the side lot line in accordance with the Development Code.
4. Character of the Neighborhood. The structure dominates the property and detracts from the residential character of the property and neighborhood. The visual impact of the structure from the west side property line cannot be mitigated due to the 2.3-foot setback proposed.

**VOTE:** Ayes - 4 Nays - 1 (Solomonson)

## **NEW BUSINESS**

### **VARIANCE AND MINOR SUBDIVISION**

**FILE NO.:** 2425-11-18  
**LOCATION:** 5790/5784 FAIRVIEW AVENUE  
**APPLICANT:** ALYSSA DELANGE AND JESSICA JIMENEZ

### **Presentation by Senior Planner Rob Warwick**

This application is to adjust the side lot line between the two properties. Ms. DeLange has also submitted a variance application to allow the existing drive to remain with a setback less than the 5 feet required. It is set back approximately 1 foot from the proposed side lot line. No site

To: Planning Commissioners and City Planners  
From: Deb Ferrington  
Date: August 16, 2011

Dear Commissioners:

I will be unable to attend the August 23 meeting due to family obligations, which require that I travel to Pennsylvania on Monday afternoon. However, I wanted to provide my opinion about the revised variance that was submitted by Michael Morse for a garage at 1648 Lois Drive. First, let me start with my observations of the property and neighborhood that I feel are important to consider. With regards to the scale of the proposed structure in relation to the neighboring properties, I noticed that most of the garages/accessory structures in the neighborhood were in scale with the houses. In fact, only a few garages were larger than the house on the respective property, which was a very different picture than was painted for us by Mr. Morse during the previous meeting.

Variances #1 and #2 deal with the size of the proposed structure, which was not reduced from the last submission and exceeds the total allowed combined area by 60%. (1100 sq ft requested/691 sq ft allowed). Even by pre-2006 standards ("The footprint dimensions or total lot area coverage of an accessory structure shall not exceed that of the principle structure."), the proposed structure exceeds the maximum allowed square footage (768sq ft) by 43%.

Variance #3 is asking to exceed the maximum height allowance of 15 feet. Reducing the height was one point that was emphasized to Mr. Morse in the previous meeting, and yet the revised structure still exceeds the height maximum by nearly a foot.

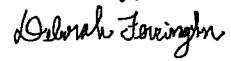
Variance #4 is a new issue- it is requesting a reduction in the side set back from 5 feet to 2.3 feet. In my opinion, this was the most serious problem with the variance request. It directly and seriously impacts on the adjacent property. Importantly, this problem was only brought to our attention after a formal survey was conducted.

It is my opinion that this variance SHOULD NOT BE GRANTED. My opinion is based on both the number of variances requested, and their significant differences between the allowed and the requested dimensions (square footage, height, set back).

I also have to take issue with the circumstances behind this variance. The project was started without a permit and based on Mr. Morse father's statements during the last meeting, his son was aware of the need to obtain a permit and simply chose to ignore the rules. When I visited the property this morning, I noticed that the driveway may also not be in compliance with the 5 foot set back rule based on where the surveyor's stake was placed. This may be an issue that will not be pursued during this variance request, but I think it is important to consider because it is perhaps another demonstration of the homeowner ignoring rules outlined by the city of Shoreview. While some of the commissioners may feel this should not be a consideration in the decision, I believe it is a valid point. There are many constituents in our community who will be watching this variance request as a test case for what the city will do when homeowners don't go through the necessary steps to obtain a permit. Had Mr. Morse gone through the process, he would have been aware of the rules and a lot of the problems he is currently facing could have been averted. Now he stands to lose a lot of money and time invested in this project.

I apologize for not being able to attend the meeting to present these views to the Planning Commission, Mr. Morse, and the audience. If Chair Feldstein feels that it is appropriate, you can share a summary of my opinion about the variance during the meeting.

Sincerely,

A handwritten signature in cursive script that reads "Deborah Ferrington".

Deborah Ferrington

**REVISED PLANS, SUBMITTAL  
AND PUBLIC COMMENTS**

August 8, 2011

Department of Community Development  
City of Shoreview  
4600 North Victoria Street  
Shoreview MN 55126

Attn: Kathleen Nordine:

My name is Michael Morse, I was born and raised in Shoreview and I bought my home at 1648 Lois Drive in 2003 at the age of 19. My house was built just after the Second World War and by today's standards is small, 768 square feet. In lieu of losing money by selling my home, I wish to stay in Shoreview and increase my storage/garage area to accommodate my additions to my household. With additional family members to my household, I will need to reorganize and provide additional bedrooms which require me to store more items in my garage.

I am writing to you requesting a variance for a partially built garage which has been on hold for city approval. A variance is required due to property difficulties that have existed since this home was built. I have revised my garage plans by lowering the structure to 15'-11" and requesting to keep the same square footage area of 1100 sq. ft. The upper storage area is no longer a second story. The reason we are still exceeding 15ft in height is because this is the smallest trust size that allows the upstairs area to be storage space. The roof line is now an "A" frame design to blend in with the house. It would be a detriment to our finances to start all over and have to build the garage to a maximum of 691sq.ft. A 24' x 24' garage would still cause issues to the placement of the structure due to the property lines and drainage ditch.

**Reasonable Manner:**

I plan to protect my vehicles and equipment to maintain my home from the elements along with storing my tools, children's toys and providing access to my backyard by building a garage larger than the city permits. If the City approves my garage I would comply with restrictions on my property for additional accessory structures.

**Unique Circumstances:**

My property which includes a partially paved drainage ditch has a number of unique circumstances and has created issues and hardships (past and present) that have NOT been created by me (the owner). The distance between my house (1648 Lois Drive) and my east side neighbor across the drainage ditch (1642 Lois Drive) is 32 feet. The average distance between homes/garages/driveway in my neighborhood is around 15+ feet (depending on how the property is set-up). My lot size is 75' wide by 135' long (10,125 SF). This drainage ditch has a 48" culvert and is partially paved halfway up the sides and creates a 9' steep incline to the level part of my yard. Since 9' x 135' (1,215 SF) of my property is unusable area; it appears the house, garage and driveway were built slightly to the west side of the property to compensate for the ditch. This ditch prohibits me from adding on to my home on the east side and has compromised my options on the west side. My safety fence on the ditch side has slowly been moving and bowing due to erosion of the ditch.

**nique Circumstances – Continued:**

This fence was in place when I bought my home. I plan to eventually replace it, but I will have to install it further from the ditch on my lawn on level surface to make it more secure which again creates a loss of more property. All of these factors have now created hardships on improvements I've made to my home and any future plans. When I purchased this property, there wasn't anything disclosed about property lines and setbacks.

**Character of Neighborhood:**

Since we will be lowering the structure and redesigning the roof, it will match the house on the property and would not alter the essential character of the neighborhood. The structure will provide a stream-line look. The driveway will line up with the garage door and provide a clean appearance.

Michael Morse  
1648 Lois Drive  
Shoreview, MN 55126

# PARTIAL SURVEY

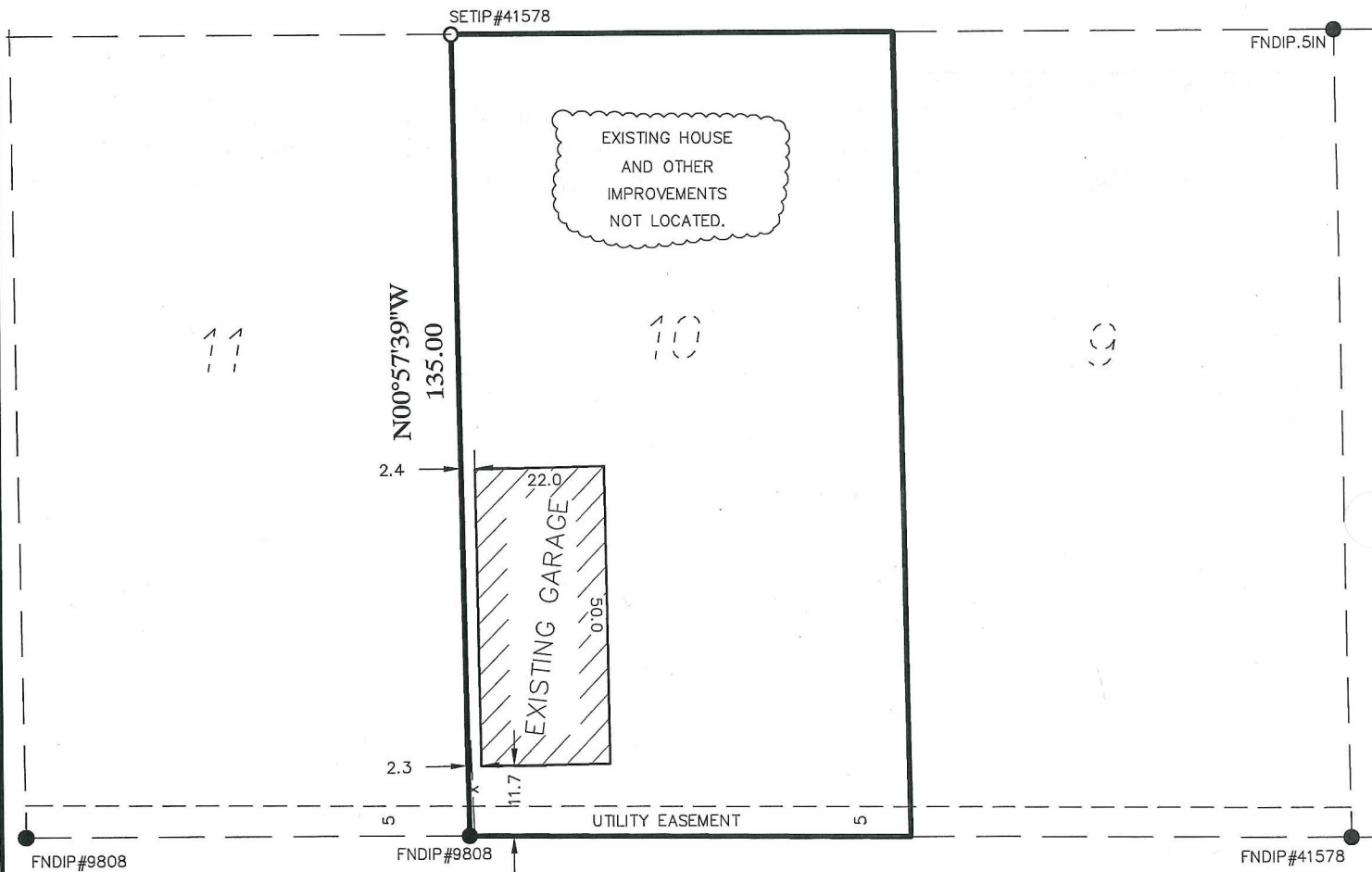
**~for~ MIKE MORSE**

**~of~ THE WEST LINE OF 1648 LOIS DRIVE**



NORTH

# LOIS DRIVE



# NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 08/04/11.
- Bearings shown are on an assumed datum.

Lot 10, Block 5, EDGETOWN ACRES, Ramsey County, Minnesota

Location: Shoreview, Minnesota

Scale 1" = 30'

● Denotes Iron Monument

Bearing Datum: Assumed

Job No. 11366ls

Drwg By JER

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

**E. G. RUD & SONS, INC.**

By:

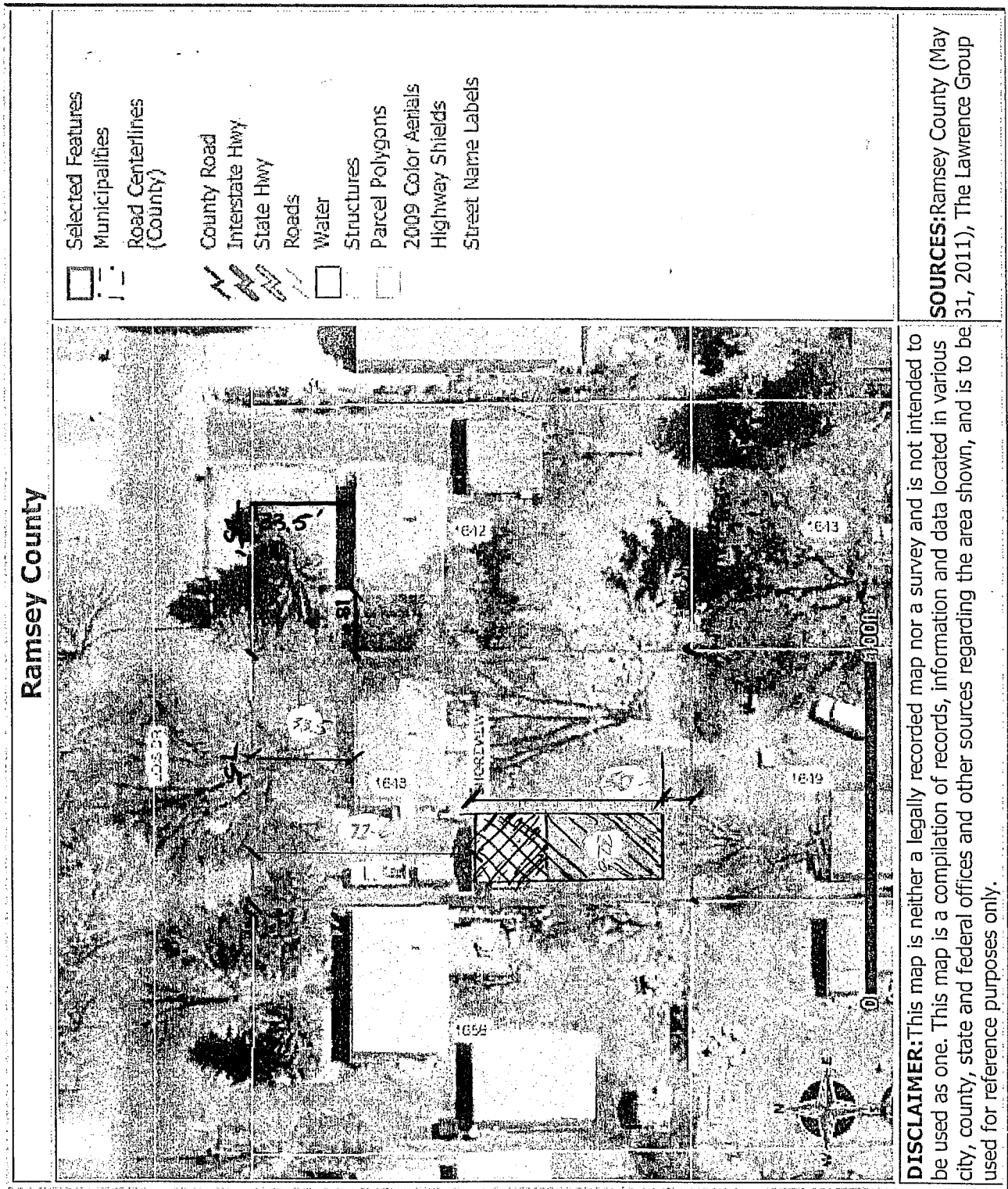
Dated this 8th day of August 2011. Minnesota License No. 41578



**E. G. RUD & SONS, Inc.**

**PROFESSIONAL LAND SURVEYORS**  
6776 LAKE DRIVE NE, SUITE 110  
LINO LAKES, MINNESOTA 55014  
TEL. (651) 361-8200  
FAX (651) 361-8701  
[www.eagrud.com](http://www.eagrud.com)





ORIGINAL  
GARAGE

NEW  
GARAGE

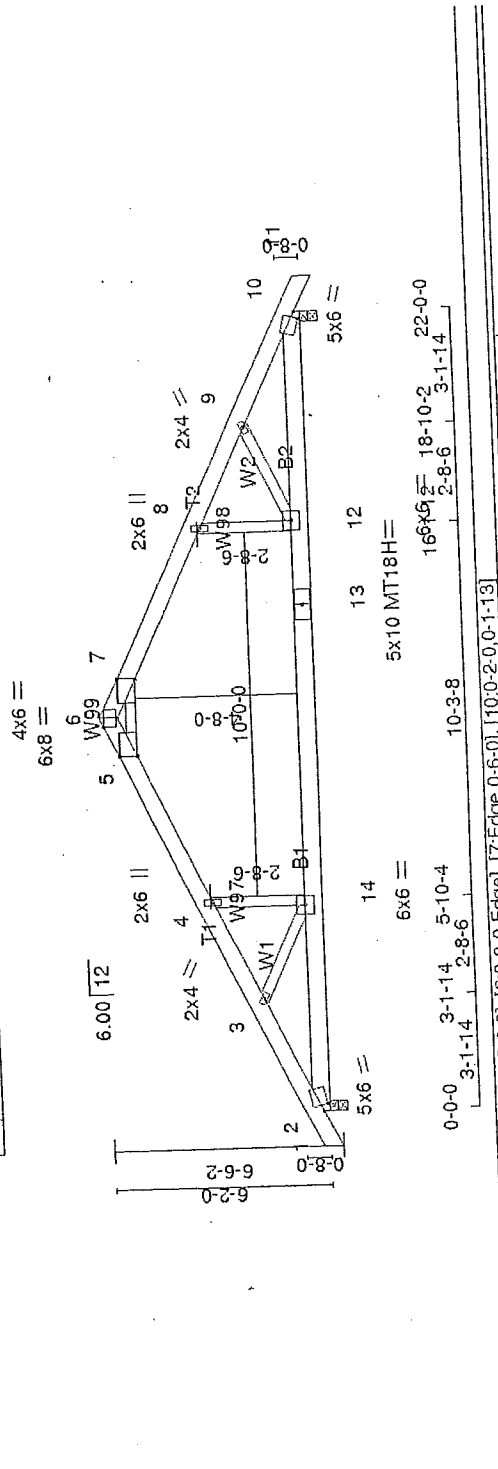
**DISCLAIMER:** This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

Job	Truss	Truss Type	Qty	Ply	TOM ROYALE CROWN CONST
OTREC0097831	GA1	ATTIC	10	1	

Job Reference (optional): 7.030 s Jan 3 2008 MITek Industries, Inc. Fil Aug 29 08:49:57 2008 Page 1

Scale = 1:65.1

1-0-0 0-0-0 3-1-14 5-10-4 4-4-9 10-2-13 11-0-0 11-9-3 16-1-12 18-10-2 22-0-0 23-0-0  
 1-0-0 3-1-14 2-8-6 4-4-9 0-9-3 9-3 4-4-9 2-8-6 3-1-14 1-0-9



LOADING (psf)	SPACING	CS1	DEFL	in (loc)	l/defl	L/d	PLATES	GRIP
TC 2 X 6 SYP 2400F 2.0E	Plates Increase 1.15	TC 0.88	Vent(LL)	-0.61 12-14	>429	2x40	MT20	197/144
BC 2 X 6 SPF 2100F 1.8E	Lumber Increase 1.15	BC 0.63	Vent(TL)	-0.87 12-14	>300	180	MT18H	197/144
WB 2 X 4 SPF Stud	Rep Stress Incr YES	WB 0.99	Horz(TL)	0.05 10	n/a	n/a		
BCDL 10.0	Code IRC2006/TPI2002	(Matrix)						Weight: 118 lb

BRACING TOP CHORD BOT CHORD Structural wood sheathing directly applied or 2-2-0 oc purlins. Rigid ceiling directly applied or 10-0-0 oc bracing.

REACTIONS (lb/size) 2=1877/0-3-8, 10=1677/0-3-8  
 Max Horz 2=62(LC 9)  
 Max Uplift 2=60(LC 9), 10=60(LC 10)  
 Max Grav 2=1887(LC 2), 10=1887(LC 2)

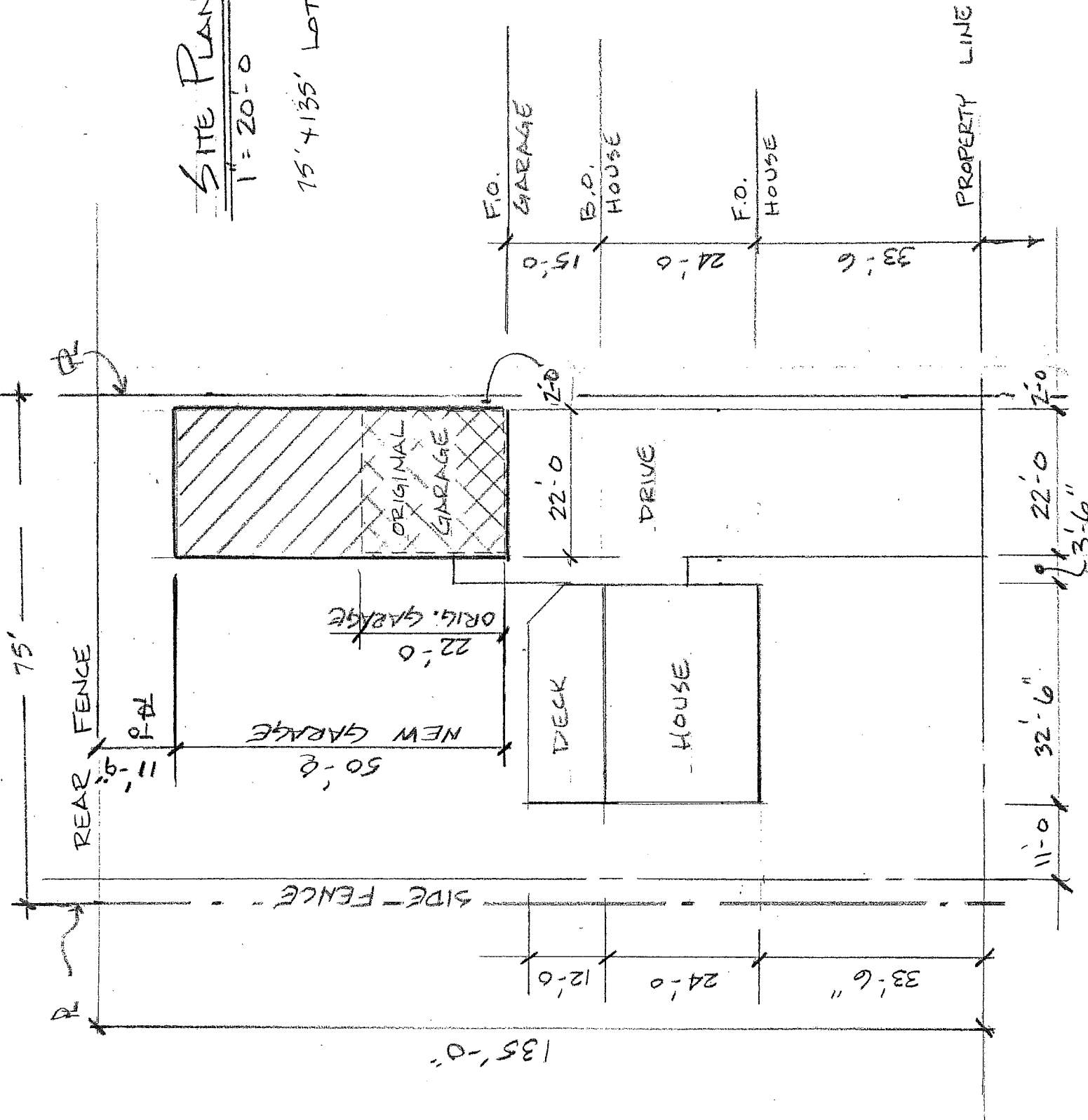
FORCES (lb) - Maximum Compression/Maximum Tension  
 TOP CHORD 1-2=0/30, 2-3=3414/133, 3-4=2867/94, 4-5=2265/164, 5-6=0/1786, 6-7=0/1786, 7-8=2265/164,  
 8-9=2867/94, 9-10=3414/133, 10-11=0/30  
 BOT CHORD 2-14=61/2889, 13-14=0/2254, 12-13=0/2254, 10-12=61/2889  
 WEBS 5-7=4257/183, 4-14=0/1027, 8-12=0/1027, 3-14=866/92, 9-12=866/94

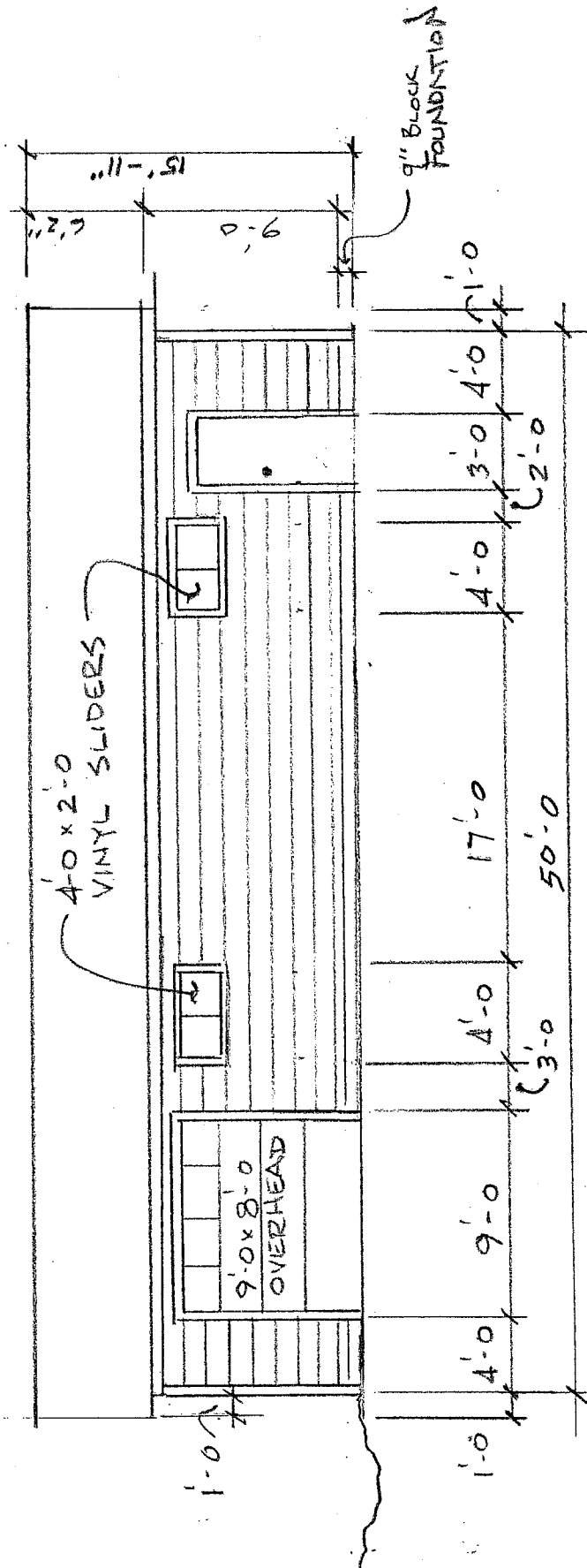
NOTES (14)  
 1) Unbalanced roof live loads have been considered for this design.  
 2) Wind: ASCE 7-05; 90mph; h=25ft; TC DL=4.2psf; BC DL=6.0psf; Category II; Exp B; enclosed; MWFRS (low-rise) gable end zone and C-C Exterior(2) zone; cantilever left and right exposed; end vertical left and right exposed; Lumber DOL=1.33 plate grip DOL=1.33. This truss is designed for C-C for members and forces, and for MWFRS for reactions specified.  
 3) TOLL: ASCE 7-05; Pt=42.0 psf (roof live load); Lumber DOL=1.15 Plate DOL=1.15; Pg=60.0 psf (ground snow); Ps=41.6 psf (roof snow); Lumber DOL=1.15 Plate DOL=1.15; Category II; Exp B; Fully Exp.; Ct=1.1  
 4) Roof design snow load has been reduced to account for slope.  
 5) Unbalanced snow loads have been considered for this design.  
 6) This truss has been designed for greater of min roof live load of 16.0 psf or 1.00 times flat roof load of 41.6 psf on overhangs.  
 7) This truss has been designed with other live loads.

# SITE PLAN

1" = 20'-0"

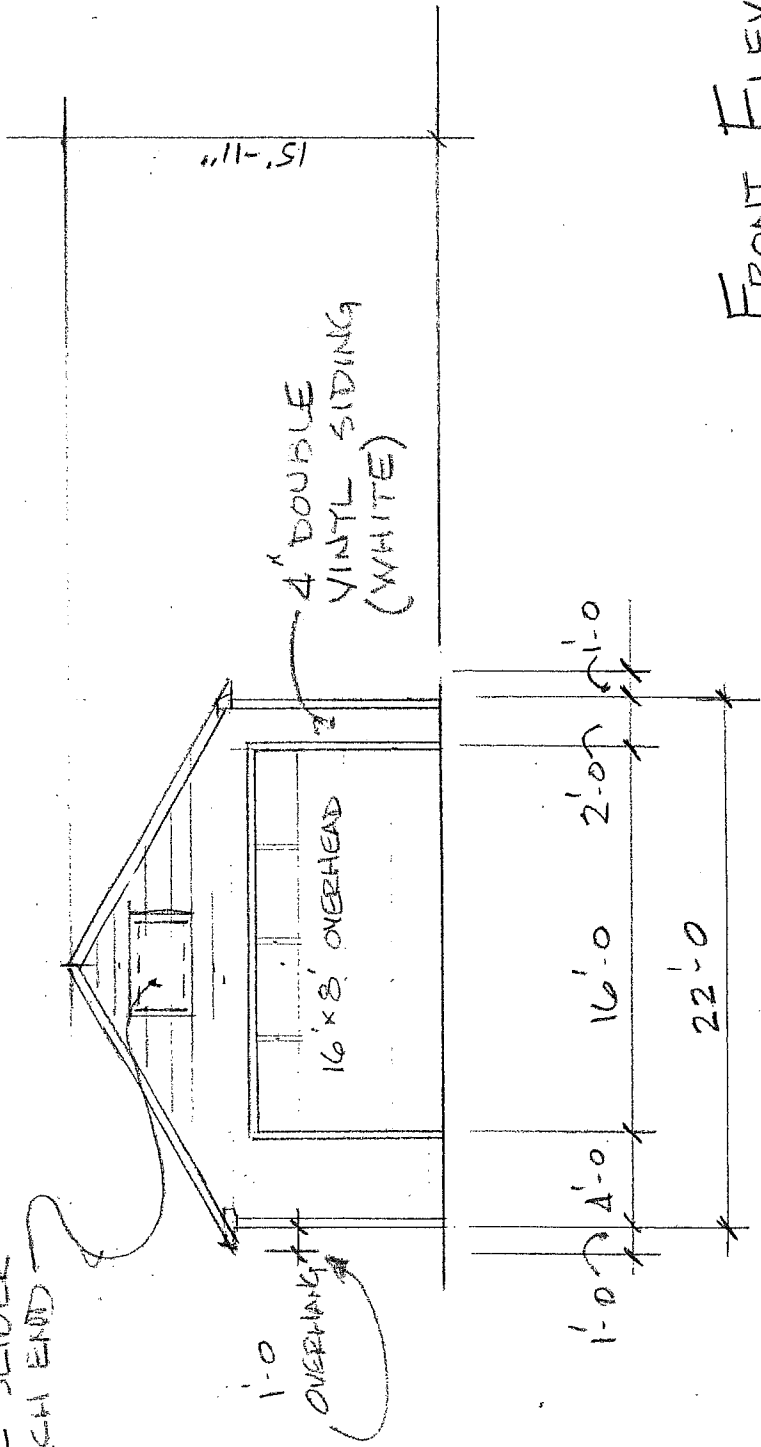
15' x 135' LOT





SIDE ELEVATION  
1" = 1'-0"

OPTIONAL WINDOW  
VINYL SLIDER  
(1) EACH END



FRONT ELEVATION

1/8" = 1'-0"

T.O. ROOF

STORAGE  
AREA ABOVE

30YR. SHINGLES ON  
15# FELTS ON  
1/2" OSB ROOF SHEATHING

\*NOTE: 6/12  
ROOF PITCH

3/4" T & G OSB  
FLOOR SHEATHING

2x6  
TOP CORD

ICE & WATER SEAL

2x6. BOTTOM  
CORD

GABLE TRUSSES  
(2'-0" O.C. TYP.)

SEE TRUSS  
DRAWINGS.

MECHANICAL  
CONNECTOR @  
ALL TRUSS TO  
WALL LOCATION

ALUM. SOFFIT &  
FASCIA

2x6 WALL  
(16" O.C. TYP.)

7/16" OSB WALL  
SHEATHING W/  
4" DOUBLE VINYL  
SIDING  
(WHITE)

22' x 50' x 4000 LB/SQ. IN.  
CONCRETE SLAB TO BE MIN.  
4" THICK W/ 6x6 #10 WIRE  
MESH & (2) #4 REBARS  
AT PERIMETER

TYPAR HOUSE WRAP

TREATED PLATE

STRAP ANCHORS REQ.  
6' O.C. WITH MAX.  
OF 12" FROM CORNERS  
AND SPLICES.

SAND FILL

9" BLOCK

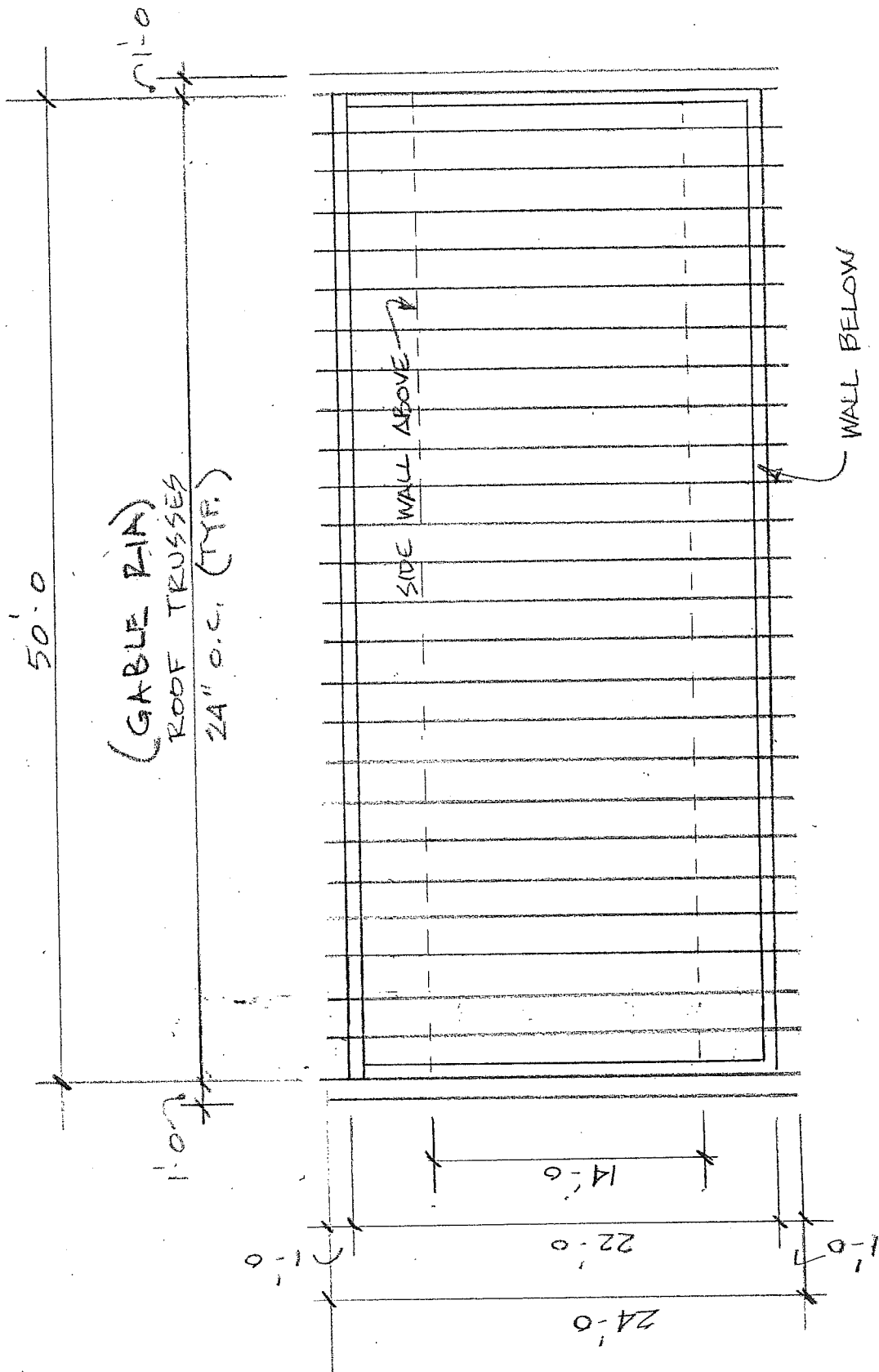
MIN.

8" MIN.

12" MIN.

GRADE

SECTION  
1/2" = 1'-0"



ROOF FRAMING  
1" = 1'-0"

1645 1015 1115 1215 1315 1415 1515 1615 1715 1815 1915 2015 2115 2215 2315 2415 2515 2615 2715 2815 2915 3015 3115 3215 3315 3415 3515 3615 3715 3815 3915 4015 4115 4215 4315 4415 4515 4615 4715 4815 4915 5015 5115 5215 5315 5415 5515 5615 5715 5815 5915 6015 6115 6215 6315 6415 6515 6615 6715 6815 6915 7015 7115 7215 7315 7415 7515 7615 7715 7815 7915 8015 8115 8215 8315 8415 8515 8615 8715 8815 8915 9015 9115 9215 9315 9415 9515 9615 9715 9815 9915 10015 10115 10215 10315 10415 10515 10615 10715 10815 10915 11015 11115 11215 11315 11415 11515 11615 11715 11815 11915 12015 12115 12215 12315 12415 12515 12615 12715 12815 12915 13015 13115 13215 13315 13415 13515 13615 13715 13815 13915 14015 14115 14215 14315 14415 14515 14615 14715 14815 14915 15015 15115 15215 15315 15415 15515 15615 15715 15815 15915 16015 16115 16215 16315 16415 16515 16615 16715 16815 16915 17015 17115 17215 17315 17415 17515 17615 17715 17815 17915 18015 18115 18215 18315 18415 18515 18615 18715 18815 18915 19015 19115 19215 19315 19415 19515 19615 19715 19815 19915 20015 20115 20215 20315 20415 20515 20615 20715 20815 20915 21015 21115 21215 21315 21415 21515 21615 21715 21815 21915 22015 22115 22215 22315 22415 22515 22615 22715 22815 22915 23015 23115 23215 23315 23415 23515 23615 23715 23815 23915 24015 24115 24215 24315 24415 24515 24615 24715 24815 24915 25015 25115 25215 25315 25415 25515 25615 25715 25815 25915 26015 26115 26215 26315 26415 26515 26615 26715 26815 26915 27015 27115 27215 27315 27415 27515 27615 27715 27815 27915 28015 28115 28215 28315 28415 28515 28615 28715 28815 28915 29015 29115 29215 29315 29415 29515 29615 29715 29815 29915 30015 30115 30215 30315 30415 30515 30615 30715 30815 30915 31015 31115 31215 31315 31415 31515 31615 31715 31815 31915 32015 32115 32215 32315 32415 32515 32615 32715 32815 32915 33015 33115 33215 33315 33415 33515 33615 33715 33815 33915 34015 34115 34215 34315 34415 34515 34615 34715 34815 34915 35015 35115 35215 35315 35415 35515 35615 35715 35815 35915 36015 36115 36215 36315 36415 36515 36615 36715 36815 36915 37015 37115 37215 37315 37415 37515 37615 37715 37815 37915 38015 38115 38215 38315 38415 38515 38615 38715 38815 38915 39015 39115 39215 39315 39415 39515 39615 39715 39815 39915 40015 40115 40215 40315 40415 40515 40615 40715 40815 40915 41015 41115 41215 41315 41415 41515 41615 41715 41815 41915 42015 42115 42215 42315 42415 42515 42615 42715 42815 42915 43015 43115 43215 43315 43415 43515 43615 43715 43815 43915 44015 44115 44215 44315 44415 44515 44615 44715 44815 44915 45015 45115 45215 45315 45415 45515 45615 45715 45815 45915 46015 46115 46215 46315 46415 46515 46615 46715 46815 46915 47015 47115 47215 47315 47415 47515 47615 47715 47815 47915 48015 48115 48215 48315 48415 48515 48615 48715 48815 48915 49015 49115 49215 49315 49415 49515 49615 49715 49815 49915 50015 50115 50215 50315 50415 50515 50615 50715 50815 50915 51015 51115 51215 51315 51415 51515 51615 51715 51815 51915 52015 52115 52215 52315 52415 52515 52615 52715 52815 52915 53015 53115 53215 53315 53415 53515 53615 53715 53815 53915 54015 54115 54215 54315 54415 54515 54615 54715 54815 54915 55015 55115 55215 55315 55415 55515 55615 55715 55815 55915 56015 56115 56215 56315 56415 56515 56615 56715 56815 56915 57015 57115 57215 57315 57415 57515 57615 57715 57815 57915 58015 58115 58215 58315 58415 58515 58615 58715 58815 58915 59015 59115 59215 59315 59415 59515 59615 59715 59815 59915 60015 60115 60215 60315 60415 60515 60615 60715 60815 60915 61015 61115 61215 61315 61415 61515 61615 61715 61815 61915 62015 62115 62215 62315 62415 62515 62615 62715 62815 62915 63015 63115 63215 63315 63415 63515 63615 63715 63815 63915 64015 64115 64215 64315 64415 64515 64615 64715 64815 64915 65015 65115 65215 65315 65415 65515 65615 65715 65815 65915 66015 66115 66215 66315 66415 66515 66615 66715 66815 66915 67015 67115 67215 67315 67415 67515 67615 67715 67815 67915 68015 68115 68215 68315 68415 68515 68615 68715 68815 68915 69015 69115 69215 69315 69415 69515 69615 69715 69815 69915 70015 70115 70215 70315 70415 70515 706



$\frac{0}{-1} = \frac{1}{-1}$   
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Comments:

It's apparent that Mike's home, garage and driveway (as well as his neighbor across the ditch) were situated on the property differently from his other east & west neighbors. He's building the new garage over the location of the old garage. It has been positioned this way for many years. It must have been approved by someone years ago. The garage is still on his property. This is extremely a unique circumstance. That ditch has created problems for any future plans on that property. If his neighbors next door don't care, why can't an exception be made?

Name: Darlene Ruel  
Address: 1643 Lois Drive

JULY 26<sup>TH</sup> PLANNING COMMISSION MEETING

## SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

### Discussion:

Commissioner Solomonson commended the applicants for the house design, which meets all required Development Standards.

VOTE:                      Ayes - 7                      Nays - 0

### VARIANCE

**FILE NO.:**                      2424-11-17  
**APPLICANT:**                MICHAEL MORSE  
**LOCATION:**                    1648 LOIS DRIVE

### **Presentation by City Planner Kathleen Nordine**

The application is for a detached accessory structure on the applicant's property. The detached garage was recently demolished. The application does not comply with City regulations, and variances are requested. The variances would allow the applicant to exceed the maximum area permitted of 576 square feet and build 1,100 square feet; exceed the maximum height permitted, which is the height of the home at 15 feet--the structure proposed would be 20.4 feet; and build an interior storage area above the main floor at a height of 8 feet; City regulations allow 6 feet for the above storage area. The proposed setbacks are in compliance. The property is developed with a one-story, single-family home of 760 square feet. Lot area is 10,125 square feet with a width of 75 feet.

Construction of the garage began without a building permit. The City has issued a Stop Order. Detached accessory structures cannot exceed 750 square feet or 75% of the dwelling unit foundation area, whichever is more restrictive. Accessory structures cannot exceed 90% of the dwelling unit foundation area, or 1,200 square feet whichever is more restrictive. The intent of the regulations is to make sure accessory structures remain secondary to the residential structure on the property.

The applicant states that practical difficulty is present due to the small size of the home and lack of storage space. The proposed garage will not detract from the neighborhood, as there are other large garages nearby. Economic consideration should be taken into account, as removal of the partial construction would be a significant cost.

Staff does not believe the practical difficulty standard is met. The Code allows a garage of 576 square feet, or 24' x 24', and a storage shed of 115 square feet. Staff believes this is adequate. The garage would be larger than the house and not secondary to the residence as required. Although the house is small, this is not a unique circumstance. There are options for a larger garage, but the applicant does not believe they are feasible. The size of the proposed garage is

## SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

based on the property owner's storage needs.

Property owners within 150 feet were notified of the project. Phone calls and written comments were received in support of the project. One phone call was received in opposition.

Commissioner Wenner asked if a business is being managed from this property. Ms. Nordine answered, no, but some of the vehicles/equipment to be stored is related to the applicant's occupation.

Commissioner Ferrington asked what other options are available to the applicant. Ms. Nordine stated that one would be to add onto the house in order to construct a larger garage. The applicant states that adding onto the house is not feasible because of the interior floor layout. Another option would be to construct an attached garage which could be larger. The garage being constructed does not have frost footings and cannot be attached at this time.

Commissioner Mons asked how the City became aware of the construction and City policy regarding construction without a building permit. Ms. Nordine answered that a complaint was made, which brought the project to the attention of the City. Staff attempts to work with property owners to give them other options to consider or apply for a variance.

**Mr. Michael Morse**, Applicant, stated that he did not get a permit because in October he put in new windows. Requirements for that process were not inspected properly. He did not get a permit for the garage because he knows that it will be well built and sound. He noted that one of his neighbors has a garage that is higher than the house.

**Mr. Morse** stated he intends this house to be his permanent home. Due to the small size and his personal property, it is necessary to build a larger storage area in order for his girlfriend and two small children to move in. The garage under construction best fits their needs. The siding will be almost identical to the house. The garage is not visible from the east or west. Although larger than the house, the garage is secondary to it because it is set behind the home and appears smaller. From the street, it is not possible to determine that it is larger than the house and does not overpower the house. He has talked to his neighbors who have all been supportive. The garage provides no essentials for daily living. The primary use is for storage of vehicles, equipment and personal property. The allowed size of a garage at 24' x 24' does not allow adequate protection of their property. He has no plans to build a second accessory structure and would support restrictions from building another accessory structure. The garage allows easier access to the back yard due to a ditch that runs along the east side of the house. The loft storage is 8 feet in height to allow storage of stacks of speakers that reach 7.5 feet. The concrete and framing is completed on the structure and all of his savings have been invested. Tearing the structure down to build what the City allows is not feasible. The City's Comprehensive Plan encourages flexibility for housing for young families. Other smaller, similar homes in his neighborhood are occupied by seniors not raising families. To sell the house would mean a

## SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

significant loss.

**Mr. Morse** showed a number of illustrations of other houses and garages in the neighborhood to support his belief that there is no impact to the character of the neighborhood.

Commissioner Solomonson asked if it would be possible to lower the height to 15 feet. **Mr. Morse** stated that the trusses are up. They cannot be altered without ruining the integrity of the structure.

Commissioner Mons asked if construction stopped when the City informed him that a permit is needed. **Mr. Morse** stated that everything stopped and nothing has changed since the stop order was received.

Commissioner Wenner asked if the applicant is doing his own construction. **Mr. Morse** responded that he is helping. He, with friends and family are building it. Those working on it are familiar with the building trade, but they are not home builders.

Commissioner Ferrington asked why utilities were not located prior to construction. That is what triggered the City's awareness of the building. **Mr. Morse** stated that he knew the location of utilities because he installed an electrical fence. The reason he called about utilities was to be able to put in power to the garage. That is when the City came out to mark the water main.

Chair Feldsien opened the discussion to public comment.

**Ms. Connie Smallman**, 5629 Aldine Street, stated that she would like to see Mr. Morse stay in the neighborhood. The garage does not impact the neighborhood, and she hopes the Commission will give approval.

**Mr. Calvin Nets**, 5621 Aldine Street, stated that he does not have a problem with the garage being in the neighborhood.

**Mr. Jay Santag**, 1670 Hillview Road, expressed his approval of the project. He emphasized the storage needs of younger families. Without adequate storage, property will be stored on driveways and visible to the neighborhood. He recommended that the City consider allowing larger garages.

**Ms. Jenny Mitchell**, 1649 Hillview Road, stated that she lives directly behind Mr. Morse. She cannot see the garage. Mr. Morse is a wonderful neighborhood and wants him to be able to stay.

**Ms. Gloria Demirulles**, 625 Schifsky Road, stated that she does not know Mr. Morse but is sympathetic to his situation, but this situation would have been avoided had he sought a permit. Her concern is that others come forward without permits or build without a permit.

## **SHOREVIEW PLANNING COMMISSION - JULY 26, 2011**

It is a straight forward process to get a permit from the City. Having followed procedure, they may have been able to build a structure that will meet their needs.

**Ms. Darlene Lund**, 1643 Lois Drive, stated that she has been in the neighborhood since her childhood. She asked why the restrictions were changed in 2006 for smaller accessory structures, when vehicles are bigger? Additional small structures in the back yard make it cluttered. The best way to protect property and have the yards look nice is to have a decent garage.

**Mr. Carl Agner**, 5629 Aldine Street, stated that he has seen the project and it is well constructed. Natural resources will be wasted as well as filling the landfill, if the building has to be torn down. Lumber cannot be reused according to the City Code. Houses in the neighborhood that are for sale take months and years to sell. This is an old subdivision with houses built in the 1950s. The closets and rooms and garages are small. These homeowners cannot afford a \$300,000 home. This subdivision needs to be energized. Mr. Morse has good energy and helps the neighborhood. Growth is needed, not more rental property.

**Ms. Laurie Welch**, 5620 Aldine Street, stated that SHOREVIEW says its Code is in line with surrounding cities, but they are not. In Mounds View any size house can have a 1200 square foot garage. People have more property that they want to keep out of sight. It is not possible with small garages or accessory structures. It is not fair to have such different regulations in neighboring areas.

**Mr. Chris Yanisch**, 1301 Royal Oaks, stated that he is present to earn the Citizenship Badge in Boy Scouts. He very much favors their argument and does not see a problem in letting the project continue.

**Mr. Jim Morse**, 1041 Mercury Drive, stated that the applicant is his son. He did advise his son to get a building permit. If he had complied with the rules, he would not have a structure that meets his needs. He apologized but stated that he also understands his side. He requested Commissioners to have compassion for what the applicant and neighborhood are trying to do.

**Ms. Robin Netz**, 5621 Aldine, stated that she would much rather see a big garage than see all of the items sitting outside to promote vandalism.

**Mrs. Tammy Santag**, 1670 Hillview Road, stated that she does know Mr. Morse but supports his project. It is impossible to see how big the garage is. He is adding to the neighborhood.

Chair Feldsien closed public discussion.

Commissioner Proud agreed that the garage is difficult to see and well built.

## SHOREVIEW PLANNING COMMISSION - JULY 26, 2011

Commissioner Ferrington commended Mr. Morse on his presentation and honesty. She also expressed her appreciation to neighbors for supporting him. The problem for her is the height of the building, and she does not like the fact that there was no application for a permit.

Commissioner Wenner stated that although the garage is well built, it is troubling that a permit was not requested. A similar situation occurred in his own neighborhood where the large garage has now become a point of contention. He also had to change houses because of space to meet his family's needs.

Commissioner Solomonson stated that the spirit of the ordinance is for the home to be the main dwelling. His main concern is the height. He agreed that there is hardship because of the size of the house, but he is concerned about the large number of items to be stored. At some point, the question needs to be asked if some property should be stored elsewhere. He would be comfortable if the height were 15 feet with the same area.

Commissioner Mons stated that approval would give others an incentive to build without a permit. The main issue for him is the height and building mass that is disproportionate. He is not so much opposed to the size area as the height and mass of the building. However, he cannot support this variance because of the precedence it would set in the rest of the community. If the applicant is willing, he believes a compromise can be reached.

Commissioner Schumer stated that he does not want to see good people leave, but the problem is the permit process. Part of being a homeowner is understanding that any building in the City needs approval. The Commission has shown its willingness to work with residents to achieve what they need. The process was not followed and he cannot support a variance.

Chair Feldsien concurred with Commissioners' comments. His issue is also the height and size. He cannot support this variance.

Commissioner Mons suggested that the Commission table the matter to give the applicant an opportunity to modify his proposal and come back. The vote at this meeting would not approve the variance.

**Mr. Morse** asked if there is an appeal process to go to court. He stated that he understands what the Commission has stated. He would like to table the vote, but he is nervous that if he comes back with a 15-foot height, it still would not be approved. Commissioner Mons responded that there is more comfort with some Commissioners with a 15-foot height, the same as the house. That is the reason for the 15 feet. The way the garage is laid out so that it is larger to the back has more support.

City Attorney Duffek stated that there is an appeal process if the variance is denied. If the application is tabled, the same elements are required to be found by the Commission based upon

## **SHOREVIEW PLANNING COMMISSION - JULY 26, 2011**

the changes made for the August 23<sup>rd</sup> meeting.

Commissioner Proud stated that he believes there is a solution. If a vote is taken and the variance denied, and if, through appeal, the City Council denies it, a similar application cannot be made for six months.

**Mr. Morse** agreed to table the matter to the August 23<sup>rd</sup> meeting.

MOTION: by Commissioner Mons, seconded by Commissioner Wenner to table this application to the August 23<sup>rd</sup> Planning Commission meeting and encourage the applicant to have further conversation with staff regarding modifications of the proposal.

Discussion:

Commissioner Solomonson stated that what he is looking for in modification is a height that is similar to the house.

VOTE:           Ayes - 7                   Nays - 0

### **SITE & BUILDING PLAN REVIEW**

**FILE NO.:**           2423-11-16  
**APPLICANT:**       RAMSEY COUNTY PARK & RECREATION  
**LOCATION:**          4979 HODGSON ROAD/TURTLE LAKE COUNTY PARK

#### **Presentation by City Planner Kathleen Nordine**

Ramsey County is seeking approval for improvements at Turtle Lake County Park. The application includes removal of the existing bathhouse and picnic shelters and construction of a new restroom building and new larger picnic shelter of 54' x 37'. The playground would be expanded and improved and the swimming beach restored. Internal trails would connect improvements throughout the park as well as connect to the Hodgson Road Trail. Parking would be reconfigured with an additional 20 spaces. Existing parking lot lighting would be removed and two new lights installed. Storm water management would be improved with infiltration basins to capture runoff from the parking areas, playground and beach area and picnic shelter. There are no plans to change the capacity of the boat ramp parking area.

The park use is consistent with the City's Comprehensive Plan. When the Comprehensive Plan was updated in 2008, concerns were noted regarding parking and adequacy of picnic shelters during heavy use. The restroom building and picnic shelter construction will be complimentary with hip-style metal roof and decorative concrete block.



Kallemeyn & Kallemeyn, PLLC

3200 Main St. NW, Ste 370

Coon Rapids, MN 55448

(763) 427-5131

FAX (763) 576-1910

ATTORNEYS

Charles C. Kallemeyn\*†

Lisa J. Kallemeyn\*\*†

PARALEGAL

Sara A. Folz

July 20, 2011

Kathleen Nordine  
City of Shoreview  
4600 N. Victoria Street  
Shoreview, MN 55126

*Via Email and U.S. Mail*  
*knordine@shoreviewmn.gov*

**RE: Detached Accessory Structure at 1648 Lois Drive**

Dear Ms. Nordine:

I represent Michael Morse and Janelle Ziniel in connection with the above property. Ms. Ziniel has explained the situation to me, and it is my understanding that they did not obtain approval or building permit for a garage that is presently partially completed on their property.

The size restriction for garages is in the City of Shoreview ordinance 203.82(d)(5)(A)(ii)(a) and through that section, a lot that is one acre or less is allowed a maximum garage size of 750 square feet, or 75% of the foundation area of the dwelling, whichever is more restrictive. Since the house is 768 square feet, under the ordinance, the maximum garage size would be 576 square feet. Many, if not most, accessory structures in the neighborhood exceed this size.

My client is seeking a variance to allow the partially built garage to remain at its present size, approximately 1,100 square feet, and at its present elevation of 20 feet 4 inches. I am not aware of any other variances which are required for the garage.

**PRACTICAL DIFFICULTIES**

The City of Shoreview requires a showing of "practical difficulties" in order to obtain a variance. "Practical difficulties" means:

\*Certified as a Real Property Specialist by the Minnesota State Bar Association

\*\*Fellow, American Academy of Matrimonial Lawyers

†Qualified Neutral Under Rule 114 of Minnesota Rules of Practice

- i. Reasonable Manner. The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations;
- ii. Unique Circumstances. The plight of the property owner is due to circumstances unique to the property not created by the property owner.
- iii. Character of Neighborhood. The variance, if granted, will not alter the essential character of the neighborhood.
- iv. Economic Consideration. Economic considerations alone shall not constitute practical difficulties.

i. Reasonable Manner. My clients intend to use the garage for storage of vehicles and their other belongings. This is a reasonable manner in which to use the property and is consistent with ordinances and the uses allowed under present zoning. They will put the garage to the same use that is customary in the neighborhood.

ii. Unique Circumstances. While the lot itself limits remodeling of the house, the real unique circumstance which is hindering my clients is the small size of the existing house. They did not build the house, and the present more restrictive ordinance was enacted after Mr. Morse purchased the home. The size of the house is certainly unique to the property, and my clients did not create that issue. The house lacks storage area, and it is my clients' intention to live in the home with Ms. Ziniel's two children. They badly need space not provided by the home. My clients understand it is the policy of the City of Shoreview that in an area zoned residential, the City must ensure that a single family home on the property remains the primary use of the property, and that the size regulations help to achieve that goal. But the City also has zoning, conditional use and business licenses at its disposal to regulate any commercial use of properties that arise, which achieve the same purpose. In a situation like this, with a small home that cannot easily be added to, my clients have unique circumstances which require the granting of the requested variances.

iii. Character of Neighborhood. There are many garages in the neighborhood which are replacement garages larger than the original garage. My clients will provide pictures of some of them, including some of which are very similar in appearance to the garage presently partially built on their property. From my own brief viewing of other neighborhood properties, it appears some garages in the neighborhood may even exceed the size of my client's garage. Although these larger garages may have been built before the more restrictive ordinance, they are consistent in general appearance with my clients' partially built garage, and therefore my clients' garage would not alter the essential character of the neighborhood.

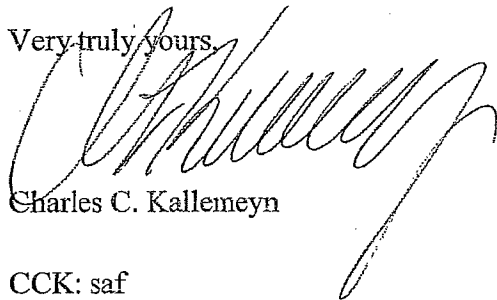
iv. Economic Consideration. While economic considerations alone will not constitute practical difficulties, to the extent economic considerations are given any weight at all, my clients will have very significant economic difficulties if they are required to remove or rebuild the garage.

The garage utilizes custom made trusses which will be thrown away if they are required to comply with the height ordinance, and if they are required to reduce the square footage of the garage, it will also result in a great waste of money they have already spent.

I believe my clients have met each of the practical difficulty requirements, and should be granted the variances that they are seeking. I understand the more restrictive ordinances enacted in 2006 were in response to a huge pole building built on a residential lot. My clients' garage is not a pole building, but an attractive building which fits into the neighborhood very well. I ask that you grant the variances, which will prevent a very serious and real life hardship for Mr. Morse and Ms. Ziniel.

Please feel free to contact me with any questions you may have.

Very truly yours,

A handwritten signature in dark ink, appearing to read 'Charles C. Kallemeyn', written over the typed name.

Charles C. Kallemeyn

CCK: saf

cc: Michael Morse and Janelle Ziniel

July 12, 2011

We are neighbors of Mike Morse at 1648 Lois Drive, Shoreview, Minnesota.

Mike is definitely not your average young man. He is a hard working young man that purchased a home at the age of 19 and he doesn't drink, smoke or do drugs. The entire time he's lived in this neighborhood, he's been considerate, responsible, cares about the community and is always willing to lend a helping hand. He's very ambitious, talented and has the ability and desire to achieve goals he sets for himself. We're happy to have him in the neighborhood.


In regards to the construction of his new garage; the size of his garage does not infringe, obscure or change the look of our neighborhood. We know his intent is to always improve the look of his home and his surroundings. We are happy he is providing himself with a new garage to secure his personal property. It is always a concern to everyone in the neighborhood about vandalism and theft. It's not a matter of IF it will happen; it's a matter of WHEN. It is better to keep personal property sight unseen.

The following are signatures of Mikes surrounding neighbors:

NAME	ADDRESS	PHONE
Robert + Darlene Lund	1643 Lois Drive	651-780-1318
Carol Kubic	1642 Lois Dr	651-786-8273
Jennifer Mitchen	1649 Hillview Road	612-240-7562
Jen + Nate Parun	1657 Hillview Rd.	651-784-5769
Toby + Katy Gibbs	1649 Lois Dr	612-968-5502
J. Mait	1656 Lois Dr	651-786-3068

If you would like more information or have any questions, please call me at 651-490-4682 between 8:00 a.m. and 4:30 p.m., Monday through Friday. You may leave a voice mail message at any time. Comments or questions can also be submitted via e-mail to me at [knordine@shoreviewmn.gov](mailto:knordine@shoreviewmn.gov).

Sincerely,



Kathleen Nordine  
City Planner

Comments:

See attached.

Extra copies attached

Name:

Darlene Lund

Address:

1643 Lois Drive

I would like to address some things about our neighborhood before commenting on the "Variance" request letter for Mike Morse. We aren't just a picture on a map, a house with a number on it or a name on a piece of paper. We don't know you, just like you don't know us. We are individuals that love and care about our community. Each and every resident, neighborhood and community is different. We know the city has regulations but it only makes sense that the city council members become familiar with neighborhood and not just the fact that an address of a home has a garage that doesn't meet the City's standards.

The subdivision "Edgetown Acres" covers an area bordering County Road I north to Lois Drive and Schutta Rd. east to Snelling Ave. We have many homeowners that have lived here most of their adult lives. Many of these long timers are now retired. In fact, just within the block of Mike Morse's home on Lois Drive, we have 9 residences (that I am aware of) that are retired. Two homes on the block have been listed as "Foreclosures" for over 6 months. Someone finally bought one of the houses and just moved in. That house (1670 Lois Drive) is the same style as Mike's house. It's small and looks very cute but also has a small garage. To give you a little idea about this home, according to the Real Estate Transactions report, the 1670 Lois Drive foreclosed home sold for \$85,000.00. Now that's scary!!!!

We bicycle around our neighborhood often and see continuous changes and some of these changes concern us. We are very happy to see residences staying and improving their property with additions either to their home and/or garage. It worries us to see the empty (foreclosed homes) in the neighborhood. Within the last 6 months in our Edgetown Acres neighborhood I have recognized 9 EMPTY homes that are either "Foreclosures" or "Short Sales" of which 2 are now occupied, and 8 homes that are "For Sale" of which 2 have just sold. Retirees in this neighborhood are slowly moving out to alternative places that require very little or no maintenance. We need to encourage our existing homeowners to stay in the neighborhood and invite new home buyers by allowing them to update and make new home improvements to keep up with the times. The city council brought up a good point in their "Comprehensive Plan". They mentioned that young people don't want small old houses; they want newer homes that will meet their needs and life styles. We don't want homeowners entertaining the option of walking away from their homes due to the fact that the value of their home is less than what they owe. It's very disheartening and discouraging to read our property tax statements that remind us our property values have decreased immensely. People moved to this location because they love the area and they should be given the opportunity to make improvements to suite their needs. Economics has everything to do with the way we live these days and it forces us to make changes. Not everyone is lucky enough to be able to financially afford a home let alone home improvements. Home improvements not only provide self-esteem and accomplishment, it also provides more tax dollars for the county.

This is an old neighborhood with little houses and garages too small for your vehicles let alone any recreational items and equipment to maintain your property. Society is continuously changing and we are constantly trying to find ways to protect ourselves and our property that we work so hard to acquire. No matter who you are, we all worry about theft and we want to detour and discourage thieves from taking or destroying our property. Keeping items out of sight not only keeps the area nice and clean, it keeps it out of reach of thieves. The worse the economy gets, the more crimes are committed. THAT'S DISTURBING!!

The garage that Mike Morse wishes to build does NOT have any negative bearing on us what so ever. It's not often we meet individuals that purchased a home at the age of 19, has no interest in drinking, smoking or ever done drugs. Now after living here for 9 years, this young man has made a commitment to stay in the neighborhood and spend money to improve his home. His garage will increase the value and appearance of his home and our neighborhood. The design is very simple and fits in with our eclectic neighborhood. It will give his home a nice clean polished look which we all try to attain. You want the neighborhood design to be "visually compatible" and while other area's of Shoreview are getting brand new streets and curbs, and we're still waiting for our curbs and ditches to be repaired. That's what I call visually unappealing!!

We all know a garage can never be big enough. A garage acts as a safe haven to store our belongings. I am not against anyone that wants to improve their home/garage. We all should be optimistic and supportive about change even if it's a little different from everyone else. If there's a concern about the size of the garage, place a restriction on adding additional storage sheds to his property. Apparently he's planning a long future in his home if he's spending this kind of money on a garage. He's young, ambitious, independent and maybe a little too eager. We can't punish him for that. There are always situations where an "Exception to the Rule" is being made; why not here.

*Darlene Lund*  
1643 Lois Drive



If you would like more information or have any questions, please call me at 651-490-4682 between 8:00 a.m. and 4:30 p.m., Monday through Friday. You may leave a voice mail message at any time. Comments or questions can also be submitted via e-mail to me at [knordine@shoreviewmn.gov](mailto:knordine@shoreviewmn.gov).

Sincerely,



Kathleen Nordine  
City Planner

Comments:

This is Mr Mach 1628 Lois dr regarding  
Mr Morse 1648 Lois dr Variance request  
For a detached accessory structure on his  
Property.

I personally don't see anything wrong  
with it.

I myself wish I could of built one that  
size as I also need room for storage.  
Mr Morse is NOT in Arden Hills and he  
IS NOT trying to build The Viking Stadium.

Name: Mr Mach

Address: 1628 Lois dr

If you would like more information or have any questions, please call me at 651-490-4682 between 8:00 a.m. and 4:30 p.m., Monday through Friday. You may leave a voice mail message at any time. Comments or questions can also be submitted via e-mail to me at [knordine@shoreviewmn.gov](mailto:knordine@shoreviewmn.gov).

Sincerely,



Kathleen Nordine  
City Planner

Comments:

Mike has my approval to build  
the garage described in the attached  
letter.

If you need to contact me regarding  
this matter you can contact me at  
work at [REDACTED]

Name:

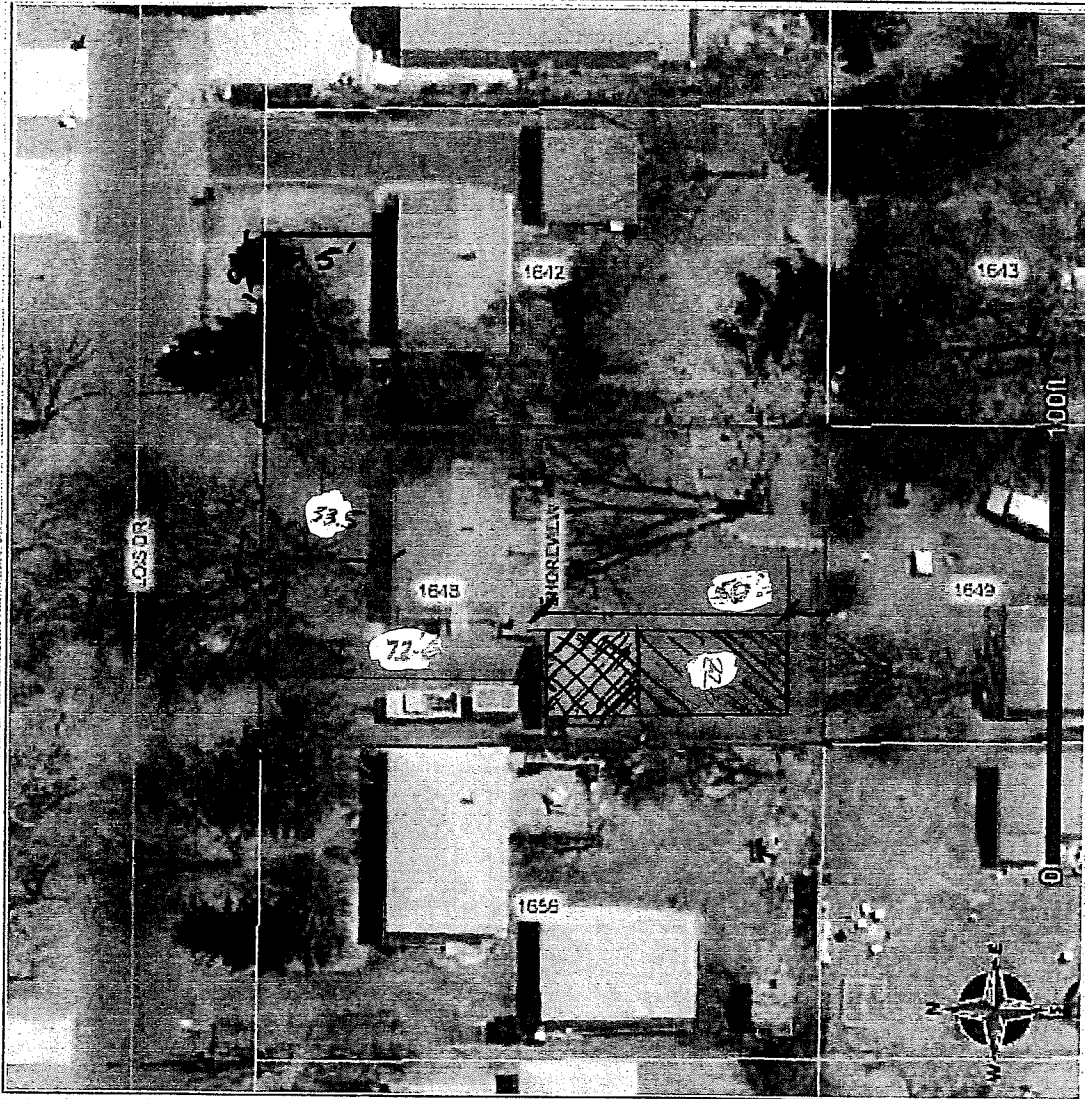
Debra J Bruck

Address:

1637 Lois Dr.  
Shoreview, MN



**Ramsey County**



**DISCLAIMER:** This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

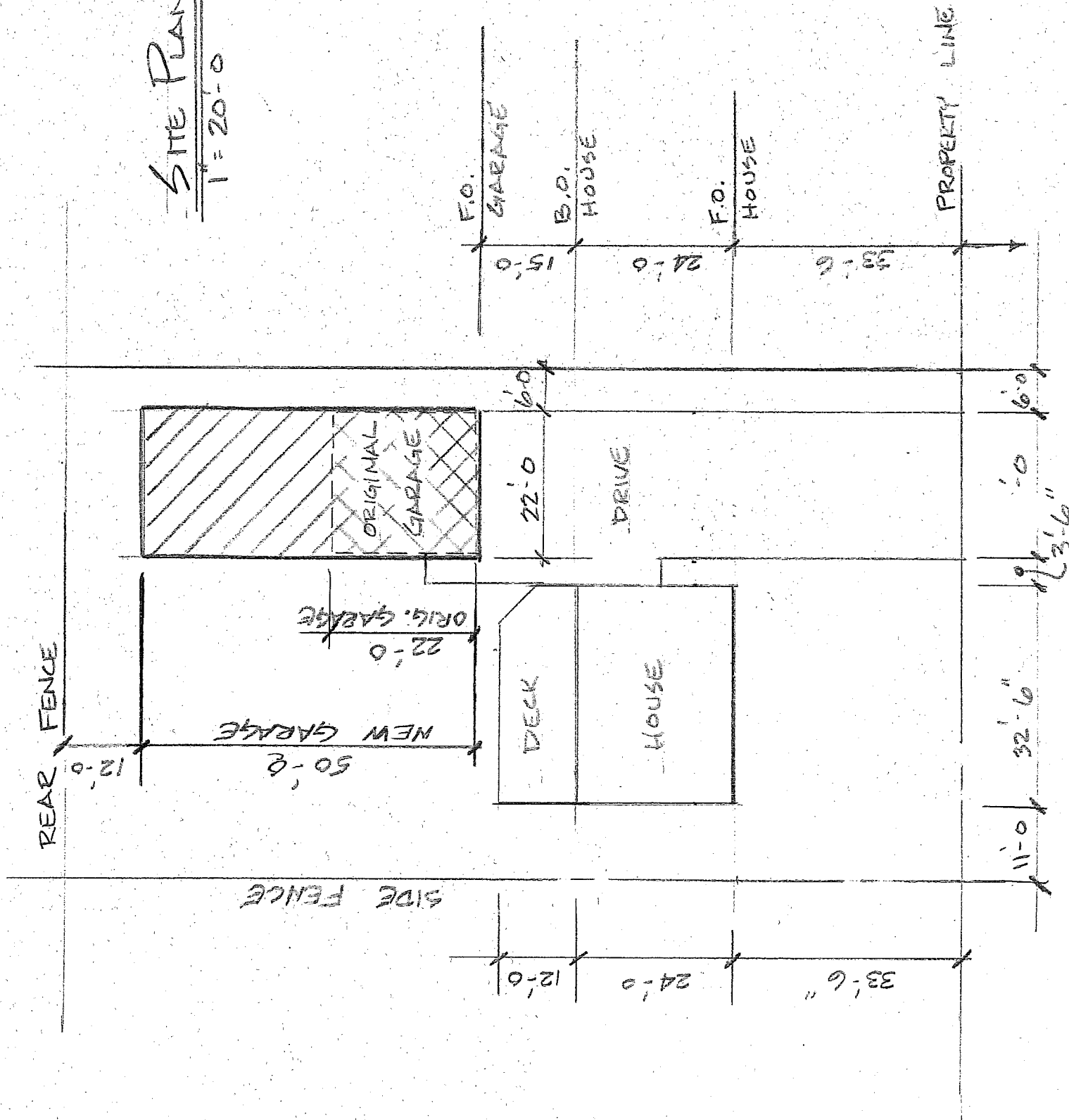
**SOURCES:** Ramsey County (May 31, 2011), The Lawrence Group

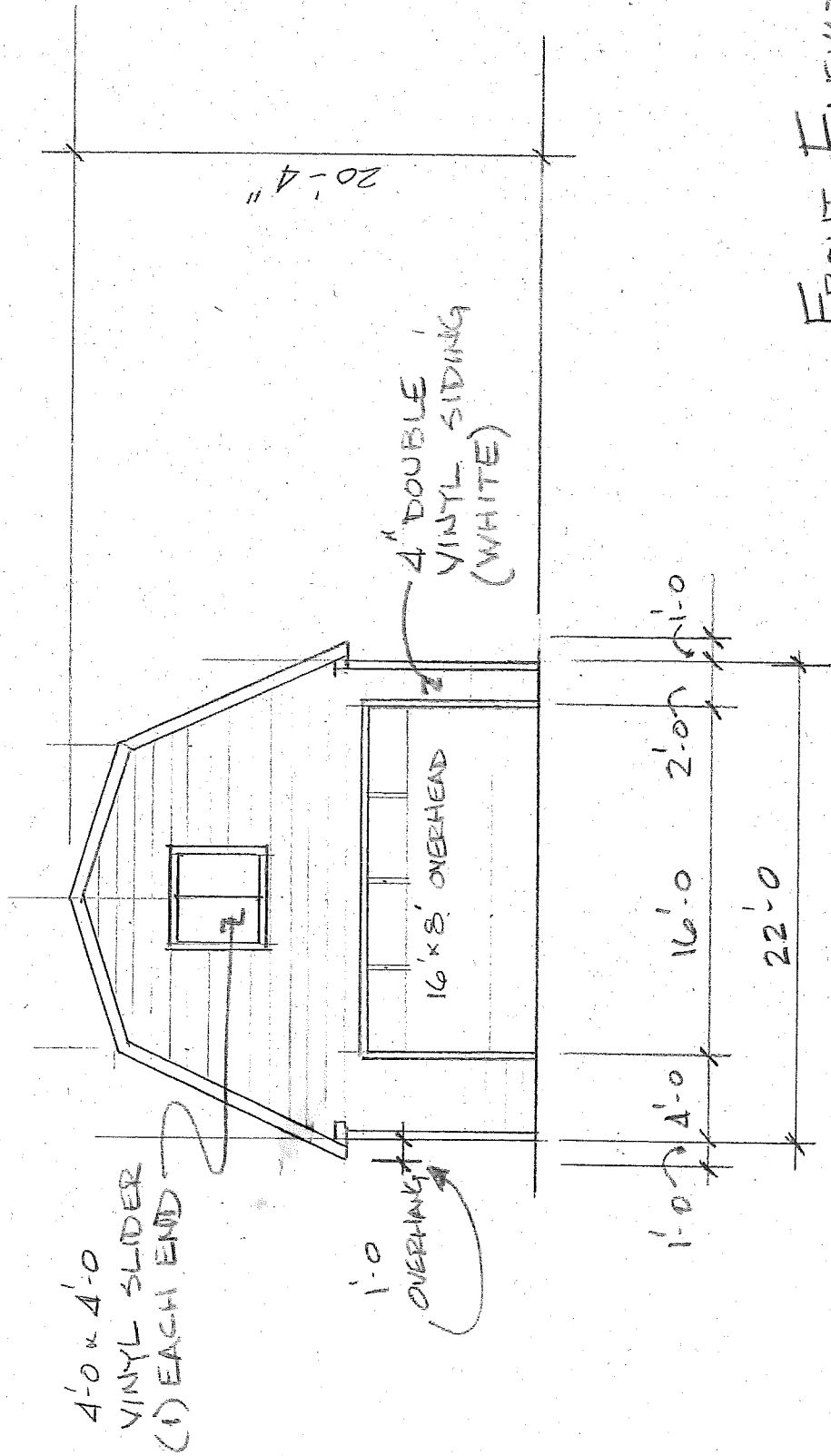
ORIGINAL  
GARAGE.

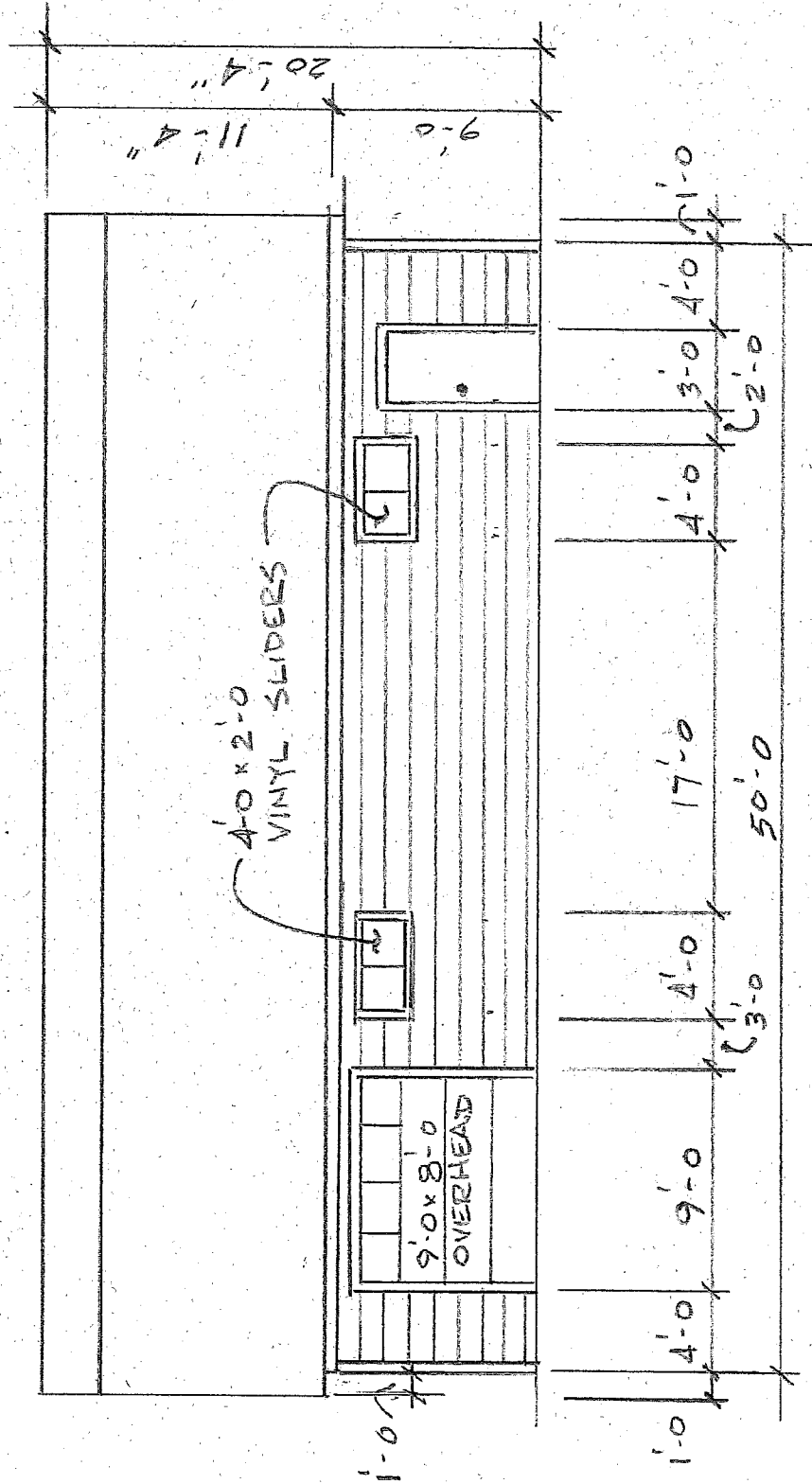
NEW GARAGE

# SITE PLAN

1" = 20'-0"



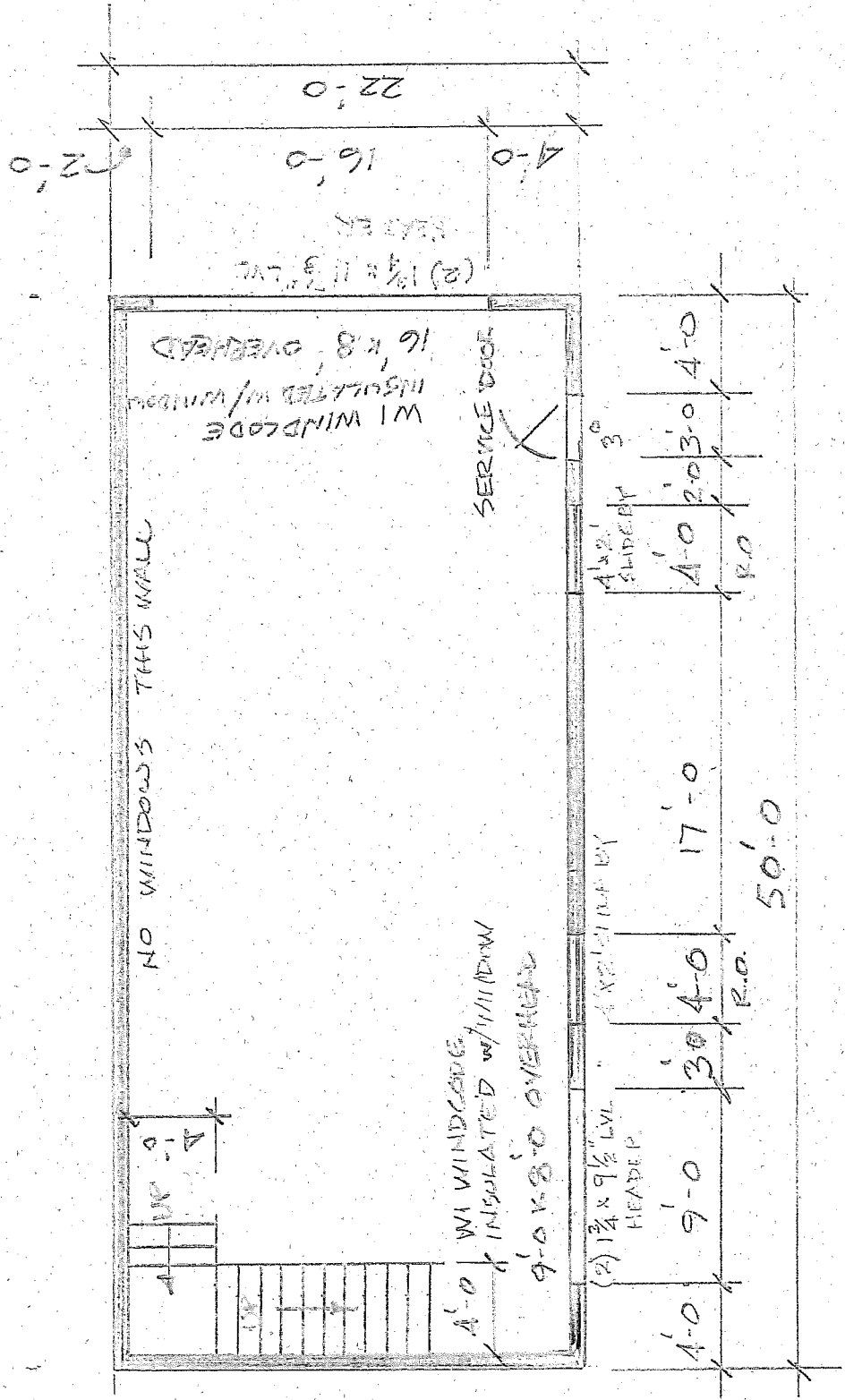




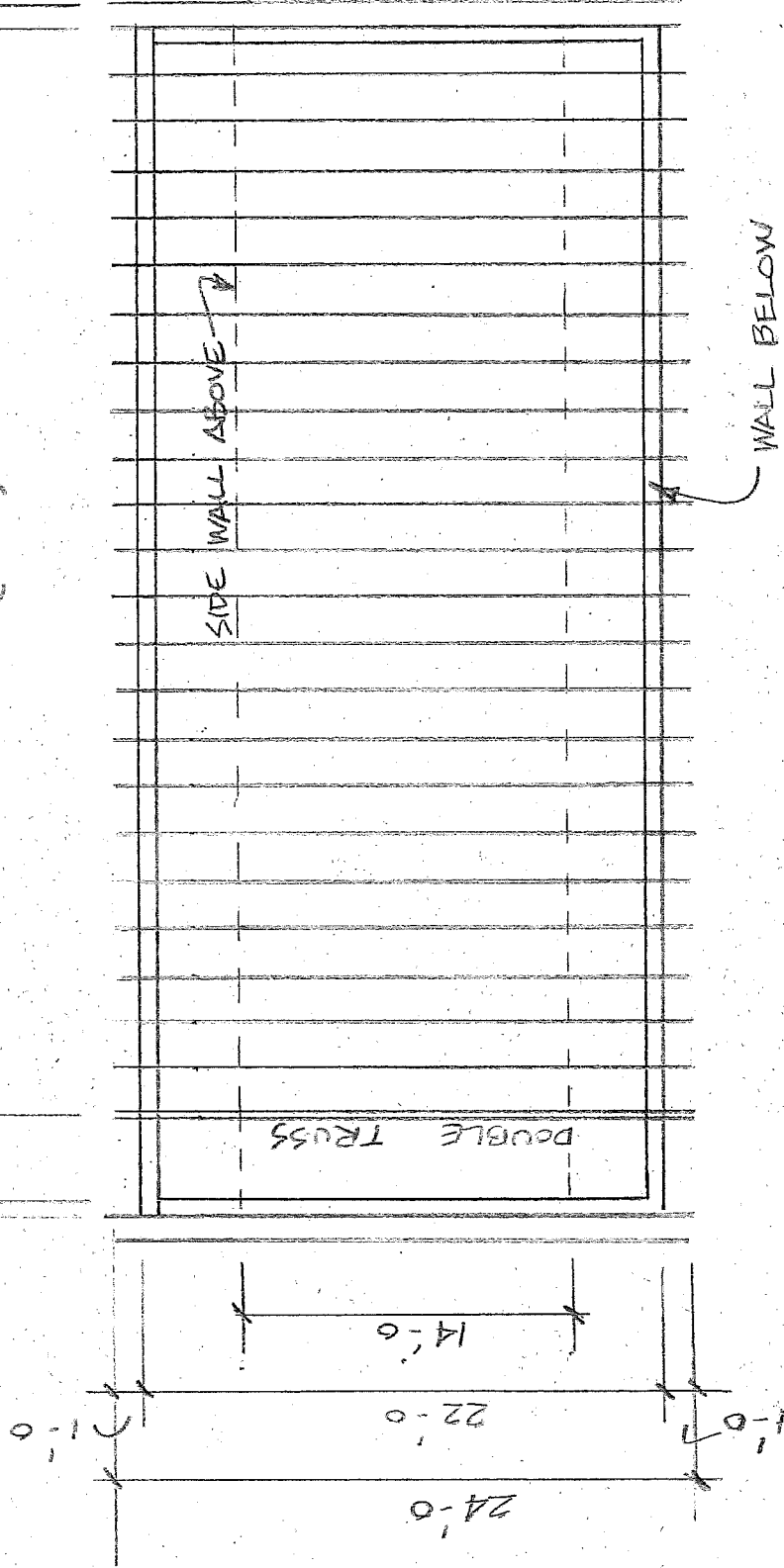
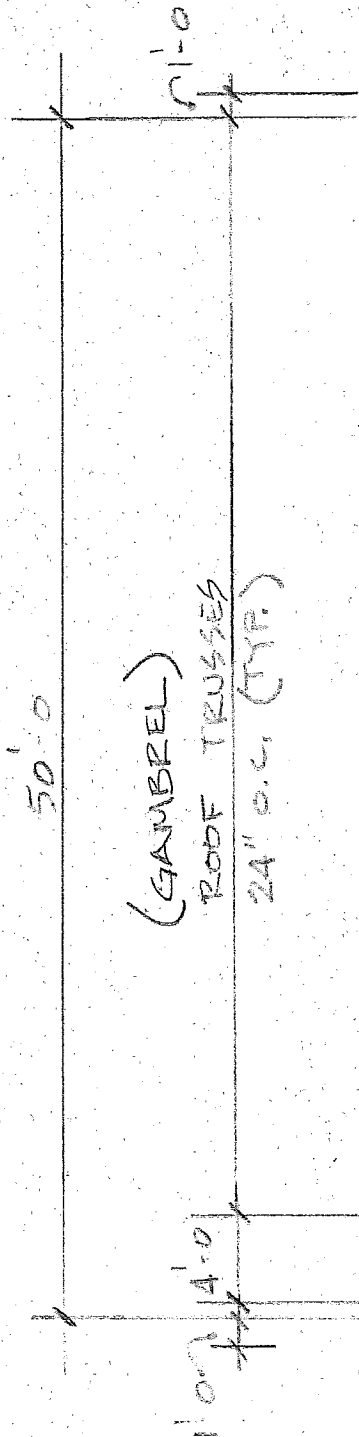
SIDE ELEVATION  
1" = 1'-0"

JOB: MIKE MORSE

WALLS 10'0" H  
FLOOR 10'0" H, F.P.S. 10'0" H



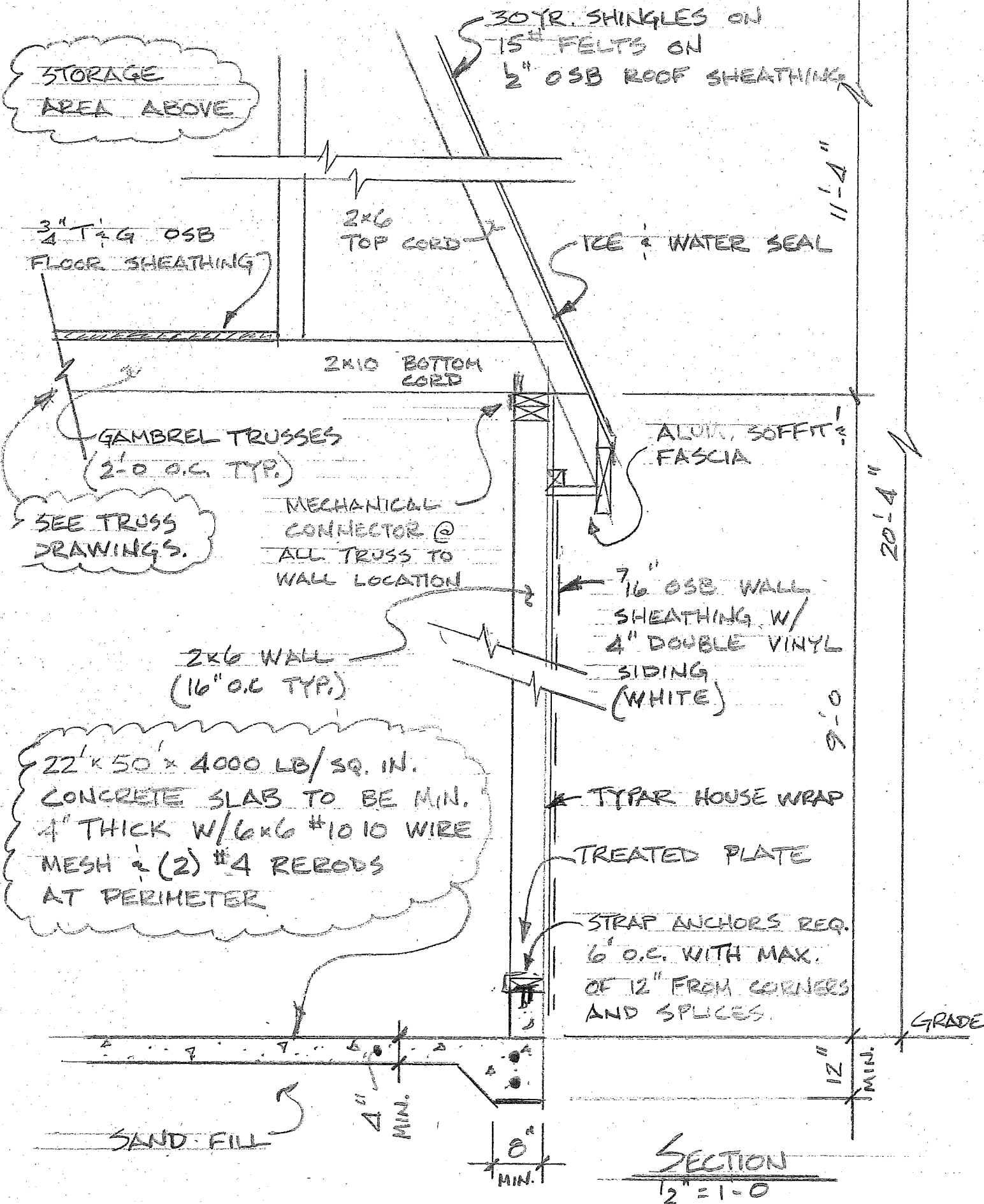
PLAN 1" = 1'-0"



ROOF FRAMING

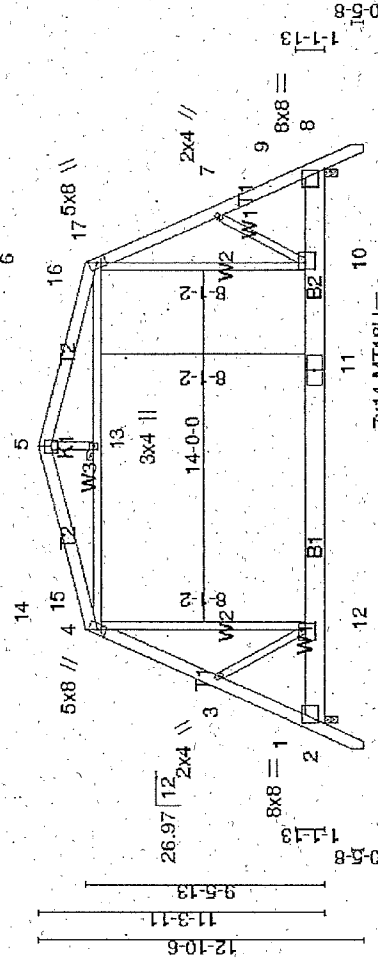
8" = 1'-0"

T.O. ROOF



Job	Truss	Truss Type	Qty	1"=1'	JACK (HE CARPENTIER)
QTPREC0186587	GM1	GAMBREL ATTIC	11	1	
Midwest Manufacturing, HOLIDAY CITY, OH					
Job Reference (optional)					
ID: P7Zz_qEX8X4ZmkjzgeGYyhw-C2q5WCh20YVO1Rw845SP3DXTFeh7n0DgczkyhQI					
7-240 s Jun 18 2010 MITek Industries, Inc. Wed Sep 08 12:48:24 2010 Page 1					
-1-0-0 0-0-0 1-10-4 3-8-8 7-4-4					
1-0-0 1-10-4 1-10-4 3-7-12					
7-3-8					
14-7-12					
18-3-8 20-1-12 22-0-0 23-0-0					
3-7-12 1-10-4 1-10-4 1-0-0					

Scale = 1:91.5



LOADING (psf)	SPACING	CS1	DEFL	In (loc)	L/d	PLATES	GRIP
TCLL (roof)	Plates Increase	TC	Vert(TL)	-0.17	10-12	MT20	197/144
Snow (Ps/Pg)	Lumber Increase	BC	Vert(TL)	-0.27	10-12	MT18H	244/190
TCOL	Rep Stress Incr	WB	Horz(TL)	0.01	8	n/a	n/a
BCLL	Code IRC2006/TP12002	(Matrix)	Attic	-0.15	10-12	1169	360
BCDL							Weight: 209 lb FT = (

BRACING	TOP CHORD	BOT CHORD	JOINTS
Structural wood sheathing directly applied or 4-5-12 oc purlins.			
Rigid ceiling directly applied or 10-0-0 oc bracing.			
1 Brace at Jk(s): 13			
MITek recommends that Stabilizers and required cross bracing be installed during truss erection, in accordance with Stabilizer Installation guide.			

REACTIONS	(lb/size)	2=1737/0-3-8 (min. 0-1-11), 8=1737/0-3-8 (min. 0-1-11)
Max Horiz	2=241(LC 8)	
Max Grav	2=2018(LC 2), 8=2018(LC 2)	

FORCES (lb)	- Max. Comp./Max. Ten. - All forces 250 (lb) or less except when shown.
TOP CHORD	2-3=2452/0, 3-4=2206/0, 6-7=2206/0, 7-8=2452/0, 4-14=1484/254, 14-15=1468/254, 5-15=1410/268, 5-16=1410/268, 16-17=1468/254, 6-17=1484/254
BOT CHORD	2-12=74/795, 11-12=0/911, 10-11=0/911, 8-10=0/795
WEBS	4-13=237/491, 6-13=237/491, 4-12=0/1389, 6-10=0/1389

JOINT STRESS INDEX	
2 = 0.50, 3 = 0.38, 4 = 0.78, 5 = 0.72, 6 = 0.78, 7 = 0.38, 8 = 0.50, 10 = 0.41, 11 = 0.32, 12 = 0.41 and 13 = 0.26	

NOTES	(14)
1) Unbalanced roof live loads have been considered for this design.	
2) Wind: ASCE 7-05; 90mph; TCOL=4.2psf; BCDL=6.0psf; h=25ft; Cat. II; Exp B; enclosed; MWFRS (low-rise) gable end zone and C-C Exterior(2) zone; cantilever left and right exposed; end vertical left and right exposed; C-C for members and forces & MWFRS for reactions shown; Lumber DOL=1.60 plate grip DOL=1.60	

Continued on	a 2
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JOB	TRUSS	TRUSS TYPE	QTY	IPY	JACK THE CAMPER/IEH
QTRC0185587	GM1	GAMBREL ATTIC	11	1	

Midwest Manufacturing, HOLIDAY CITY, OH  
 ID: P7Zz\_qjEXl8XdZmK4zgeGVyHbw-CZq5WCn20YVO1Fw8d5SPo9dXTFeH7n0DgczyfInQl  
 7,240 s Jun 18 2010 MITek Industries, Inc. Wed Sep 08 12:48:24 2010 Page 2

#### NOTES (14)

- 3) \*\* TOLL: ASCE 7-05; Pr=35.0 psf (roof live load); Lumber DOL=1.15 Plate DOL=1.15; Pg=50.0 psf (ground snow); Ps= varies (min. roof snow=4.3 psf Lumber DOL=1.15 Plate DOL=1.15) see load cases; Category II; Exp B; Fully Exp.; Ct=1.1
- 4) Roof design snow load has been reduced to account for slope.
- 5) Unbalanced snow loads have been considered for this design.
- 6) This truss has been designed for greater of min roof live load of 12.0 psf or 1.00 times flat roof load of 34.6 psf on overhangs non-concurrent with other live loads.
- 7) All plates are MT20 plates unless otherwise indicated.
- 8) This truss has been designed for a 10.0 psf bottom chord live load nonconcurrent with any other live loads.
- 9) \* This truss has been designed for a live load of 20.0psf on the bottom chord in all areas where a rectangle 3'-6" tall by 2'-0" wide will fit between the bottom chord and any other members.
- 10) Ceiling dead load (5.0 psf) on member(s). 4-13, 6-13; Wall dead load (5.0psf) on member(s). 4-12, 6-10
- 11) Bottom chord live load (40.0 psf) and additional bottom chord dead load (5.0 psf) applied only to room. 10-12
- 12) This truss is designed in accordance with the 2006 International Residential Code sections R502.11.1 and R502.10.2 and referenced standard ANSI/TPI 1.
- 13) Attic room checked for L/360 deflection.

#### LOAD CASE(S) Standard

- 1) Snow: Lumber Increase=1.15, Plate Increase=1.15

Uniform Loads (plf)

Vert: 2-12=-20, 10-12=-110, 8-10=-20, 1-4=-23, 6-9=-23, 4-6=-10, 4-5=-83, 5-6=-83

Drag: 4-12=-10, 6-10=-10







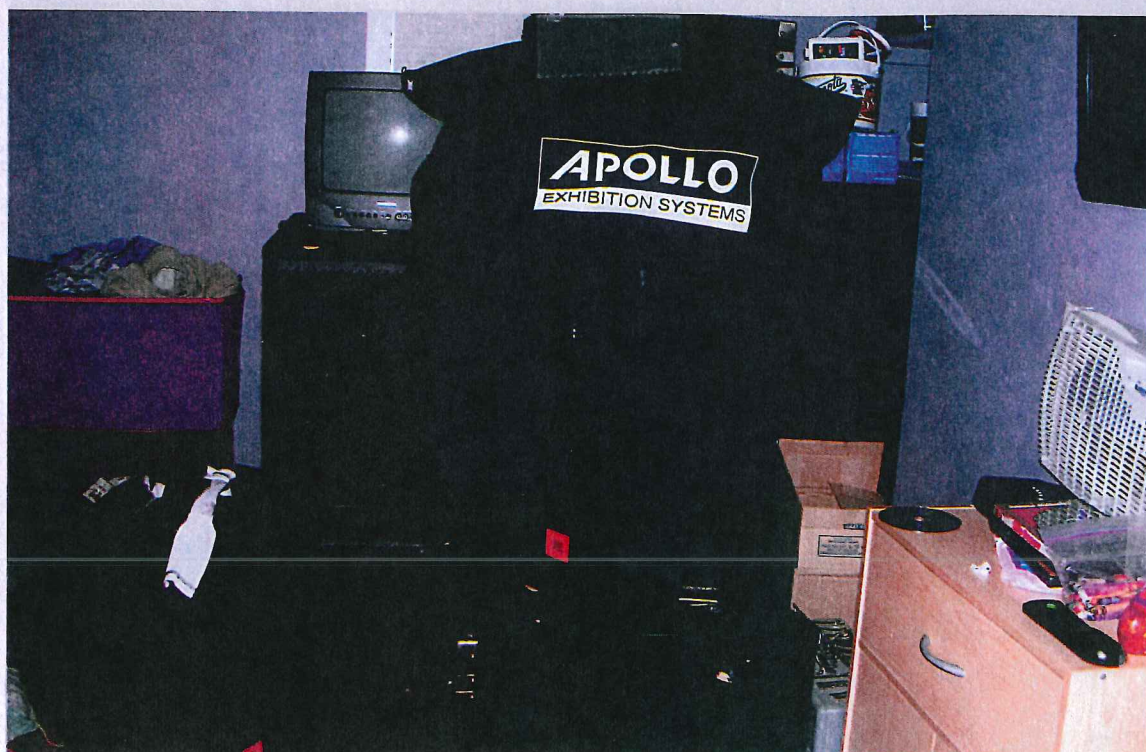






















## PROPOSED MOTION

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To approve Ordinance 885, approving Section 611 - Domestic Partner Registry for the City of Shoreview; and amending Exhibit B establishing a fee of \$25 to register as a domestic partner.

ROLL CALL:    AYES        \_\_\_\_\_ NAYS \_\_\_\_\_

HUFFMAN                    \_\_\_\_\_

QUIGLEY                    \_\_\_\_\_

WICKSTROM                    \_\_\_\_\_

WITHHART                    \_\_\_\_\_

MARTIN                    \_\_\_\_\_

Regular City Council Meeting  
September 19, 2011



**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TESSIA MELVIN**  
**ASSISTANT TO THE CITY MANAGER**

**DATE: SEPTEMBER 19, 2011**

**SUBJECT: DOMESTIC PARTNER REGISTRY ORDINANCE**

### **INTRODUCTION**

During the past several months the Shoreview Human Rights Commission (HRC) has explored the feasibility of creating a Domestic Partner Registry. The attached ordinance creating a Domestic Partner Registry would authorize and establish a voluntary program for the registration of domestic partners. The domestic partnership registry is a means by which unmarried, committed couples who live in Shoreview and share a life together may document their relationship.

### **BACKGROUND**

Human Rights Commissioner Nancy Hite brought the idea of a Domestic Partner Registry to the Commission in November after attending a League of Minnesota Human Rights meeting. After discussing the issue, the HRC decided to research the feasibility and benefits of adopting a Domestic Partner Ordinance.

In December 2010, the HRC met with a representative from Outfront Minnesota to discuss the potential creation of a Domestic Partner Registry. The HRC also began doing research on Domestic Partner Registry Ordinances that have been adopted in other communities including: Edina, Richfield, Rochester and St. Louis Park. After conducting their research, the HRC met with the City Council at its May workshop to discuss the potential of creating a Domestic Partner Registry program. The HRC also met with the Council at its September workshop to review a draft ordinance that would create this program.

Minneapolis established the state's first domestic partnership registry in 1991. Since 2009, Duluth, St. Paul, Rochester, Red Wing, Edina, Golden Valley, Richfield, St. Louis Park, Maplewood, Robbinsdale and Falcon Heights have also approved domestic partner registry programs. Most Twin City suburban communities that have adopted similar ordinances have had very few people register as domestic partners.

This proposed ordinance is similar to those adopted in other suburban communities and does not create rights, privileges, or responsibilities that are available to married couples under state or federal law. Further, it should be noted that the City of Shoreview cannot

provide legal advice concerning domestic partnerships. Applicants and registrants would need to consult an attorney for such advice including but not limited to wills, medical matters, finances and powers of attorney, children and dependents, health care and employment benefits.

The Human Rights Commission understands that this ordinance is primarily symbolic because it does not create any type of legal standing for domestic partners. However, the Commission supports this ordinance and believes it enhances the City's reputation as welcoming to all individuals and families. In addition, the HRC views this ordinance as being welcoming to new businesses and residents moving into Shoreview.

Attached is the proposed application and certificate for the Domestic Partner Registry that were based on forms in other cities that have adopted similar registration. If an ordinance is adopted, the City would likely begin processing domestic partner applications in November.

### **RECOMMENDATION**

Based on the foregoing information, it is recommended that the City Council adopt Ordinance No. 885 approving Section 611 of the City Code to create a Domestic Partner Registry; and amend Exhibit B establishing a fee of \$25 to register as domestic partners.

STATE OF MINNESOTA  
COUNTY OF RAMSEY  
CITY OF SHOREVIEW

ORDINANCE NO. 855

AN ORDINANCE AMENDING THE SHOREVIEW CITY CODE  
CONCERNING DOMESTIC PARTNERS

**The Shoreview City Council ordains that Chapter 600, Section 611 is hereby added to the Shoreview Municipal Code and Exhibit B is amended to read as follows:**

**DOMESTIC PARTNER REGISTRY**

Chapter 600 of the Shoreview City Code is amended by adding Section 611 to provide as follows:

**611.010 Purposes and Findings.** The City of Shoreview authorizes and establishes a voluntary program of registration for domestic partners. The domestic partnership registry is a means by which unmarried, committed couples who reside in Shoreview and who share a life together may document their relationship.

Shoreview's Domestic Partnership ordinance is a City ordinance and does not create rights, privileges or responsibilities that are available to married couples under state or federal law.

The City of Shoreview cannot provide legal advice concerning domestic partnerships. Applicants and registrants may wish to consult with an attorney for such advice including but not limited to: wills, medical matters, finances and powers of attorney, children and dependents, medical and health care employment benefits.

**611.020 Definitions:**

(1) Domestic Partners. Any two adults who meet all of the following:

- (a) Are not related by blood closer than permitted under marriage laws of the state.
- (b) Are not married.
- (c) Are competent to enter into a contract.
- (d) Are jointly responsible to each other for the necessities of life.
- (e) Are committed to one another to the same extent as married persons are to each other, except for the traditional marital status.
- (f) Do not have any other domestic partner(s).

- (g) Are both at least 18 years of age.
- (h) At least one of whom resides in Shoreview.

(2) Domestic Partnership. The term “domestic partnership” shall include, upon production of valid, government-issued documentation, of said relationship in addition to domestic partnerships registered with the City of Shoreview, and regardless of whether partners in either circumstances have sought further registration with the City of Shoreview:

- (a) Any persons who have a currently-registered domestic partnership with a governmental body pursuant to state, local or other law authorizing such registration. The term domestic partnership shall be construed to include unions, regardless of title, in which two individuals are committed to one another as married persons except for the traditional marital status.
- (b) Marriages that would be legally recognized as a contract of lawful marriage in another local, state or foreign jurisdiction, but for the operation of Minnesota law.

**611.030** Registration of Domestic Partnerships. The City Clerk shall accept an application in a form provided by the City to register domestic partners who state in such application that they meet the definition of domestic partners.

The City Clerk shall charge an application fee for the registration of domestic partners or notices of termination. The fees required by this Section shall be in the amount set forth in Exhibit A: Administrative Fees.

The City Clerk shall provide each domestic partner with a registration certificate. The registration certificate shall not be issued prior to the third working day after the date of the application.

This application and certificate may be used as evidence of the existence of a domestic partner relationship.

The City Clerk shall keep a record of all registrations of domestic partnership, amendments to registrations and notices of termination. The records shall be maintained so that amendments and notices of termination are filed with the registration of domestic partnership to which they pertain.

The application and amendments thereto, the registration certificate, and termination notices shall constitute government data and will be subject to disclosure pursuant to the terms of the Minnesota Government Data Practices Act.

**611.040** **Amendments.** The City Clerk may accept amendments for filing from persons who have domestic partnership registrations on file, except amendments which would replace one of the registered partners with another individual.

**611.050** **Termination of Domestic Partnership.** Domestic partnership registration terminates when the earliest of the following occurs:

- (A) One of the partners dies; or
- (B) Forty-five days after one partner sends the other partner written notice of termination and that he or she has terminated the partnership by filing a notice with the City Clerk.

**611.060** **City Fees.** If the City of Shoreview offers a family fee, family membership or family registration, domestic partners are entitled to the same family fee, family membership or family registration.

#### **EXHIBIT B, ADMINISTRATIVE FEE SCHEDULE**

Registration of Domestic Partners	\$25
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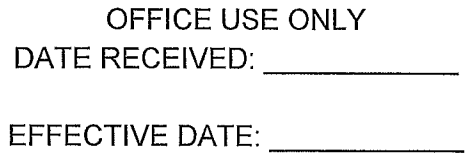
**Adoption Date.** Passed by the City Council of the City of Shoreview this \_\_\_\_ day of \_\_\_\_\_, 2011.

This ordinance shall become effective the day following its publication in the City's official newspaper.

**Publication Date.** This Ordinance was published on the \_\_\_\_ of \_\_\_\_\_, 2011.

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Sandra C. Martin, Mayor



\_\_\_\_\_ I have read and understand the terms and conditions of Chapter 600 of the Shoreview City Code attached to this application.

\_\_\_\_\_ I affirm that we meet the definition of Domestic Partners and are eligible for registration.

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Forms must be complete with notarized signatures to process the application. The fee is required to process. Once process is complete, certificate will be mailed to the address on this form. Please allow 10 business days for processing. Questions, contact the Administration Department at 651.490.4610.





Registration No.

\_\_\_\_\_

City of Shoreview

## CERTIFICATE OF DOMESTIC PARTNERSHIP

This certifies that

**George Smith and John Doe**

are

**DOMESTIC PARTNERS**

*Pursuant to Section 600, Chapter 611 of Shoreview City Code of Ordinances*

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Registration Date



**PROPOSED MOTION  
ABATEMENT OF NUISANCE**

**MOTION BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To adopt Resolution No. 11-67, pursuant Section 210.020(A), approving the abatement of vegetative growth for the property located at:

**549 Doris Avenue**

and to charge the property owner for the cost of the abatement, including administrative costs. The City Manager is authorized to monitor the property throughout the 2011 and 2012 growing seasons and to abate any vegetative growth on the property that does not comply with City regulations.

**ROLL CALL:**

**AYES**

**NAYS**

Huffman

\_\_\_\_\_

\_\_\_\_\_

Quigley

\_\_\_\_\_

\_\_\_\_\_

Wickstrom

\_\_\_\_\_

\_\_\_\_\_

Withhart

\_\_\_\_\_

\_\_\_\_\_

Martin

\_\_\_\_\_

\_\_\_\_\_

Regular City Council Meeting  
September 19, 2011

**TO:** Mayor, City Council and City Manager  
**FROM:** Brent Marshall, Housing & Code Enforcement Officer  
**DATE:** September 19, 2011  
**SUBJECT:** Weed Abatements – 549 Doris Ave.

### **INTRODUCTION**

The City Council is being asked to order weed abatements on the vacant property at 549 Doris Avenue. The Council has the authority to declare and abate nuisances, including noxious weeds, grass and plant growth on private property that does not comply with the City's property maintenance standards.

### **ORDINANCE REQUIREMENTS**

In accordance with Section 211.060, all exterior property areas shall be kept free from species of weeds or plant growth which are noxious or a detriment to public health. Grass plots and lawn areas, including any contiguously abutting street boulevard areas, shall not exceed nine inches in height. Non-woody vegetation on vacant properties shall not exceed eighteen inches in height. Landscaping shall be maintained so as to prevent unsightliness, health hazards or unsafe conditions.

In addition, Section 210.020, Abatement Procedure, outlines the notification and hearing process. When the City staff determines a public nuisance is being maintained or exists on a property, the staff shall notify in writing the owner of record or occupant of the nuisance and order the nuisance to be terminated and abated. This notice shall specify the timeframe in which the nuisance must be abated.

Weed abatement notices are posted on the property and also sent via mail to the property owner of record. The notice specifies that the nuisance weeds and grass must be mowed within five (5) working days, and if that nuisance is not abated, the City Council will hold a hearing to order the abatement of the nuisance. The notice also identifies the time and date of the hearing scheduled before the City Council. The property owner has the right to appear at the hearing. If the Council orders the abatement, the City will abate the nuisance and the cost of the abatement, including administrative costs, will be charged to the property owner and certified against the property for collection with taxes if the bill is not paid.

### **PROPERTY CONDITIONS**

Staff identified tall grasses, nuisance weeds and other vegetative growth in excess of nine inches in height upon inspection of the property identified above. A copy of the notice was posted on the property and mailed to the property owner. The house is occupied and a rental license has been issued for the property. The property has also been identified as a foreclosure by City Staff. The property owner was given notice to abate the nuisance growth of tall grasses, weeds and other vegetation. The notice specifies the pertinent City regulations, the conditions constituting a

violation of those regulations, and identifies that the Council will hold a hearing on September 19, 2011 to consider abatement of the nuisance conditions, with costs charged to the property owner. The property owner was advised of their right to appear at this hearing. In addition, the lender and their attorney were also notified of the violation and hearing. A copy of the notice and photographs of the property are attached. To date, the property owner has not brought the property into compliance. The property will be re-inspected on the day of the scheduled hearing.

### **RECOMMENDATION**

Staff recommends that the City Council conduct the required hearing and adopt Resolution No. 11-67 approving the abatement of the vegetative growth nuisance at the property, if nuisance conditions remain present on the meeting date.

The City will then hire an outside firm to mow the lawn and remedy the violation. Costs associated will be billed to the property owner.

The Resolution also authorizes the City to monitor the properties throughout the 2011 and 2012 growing seasons and to abate any vegetative growth on the property that does not comply with City Regulations.

Attachments:

- 1) Motion
- 2) Resolution 11-67
- 3) Location Map
- 4) Photos
- 5) Notice to property owner(s)

T:\ccreport\9-19-11\ Weed Abatement.doc

**549 Doris Ave.**



**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD SEPTEMBER 20, 2011**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present:

And the following members were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption.

**RESOLUTION NO. 11-67  
ABATEMENT OF A NUISANCE-VEGETATIVE GROWTH**

**549 Doris Avenue**

**WHEREAS, the following individual is the registered property owner of the following described property:**

**Scott A Lindner**  
**549 Doris Ave.**  
*Lot 7, Block 5, Western Pines No, 3*  
*City of Shoreview, Ramsey County, Minnesota*

**WHEREAS,** notice therefore was posted on said property and sent by mail to the property owner(s) pursuant to City Regulations, and

**WHEREAS,** this abatement was initiated pursuant to the City of Shoreview Municipal Code, and

**WHEREAS,** the Shoreview City Council held a hearing on September 19, 2011 and all persons present at said meeting were given an opportunity to be heard and present written statements. The Council also considered the recommendation of the City Staff that this abatement be approved, and

**NOW, THEREFORE, BE IT RESOLVED THAT THE SHOREVIEW CITY COUNCIL** hereby adopts Resolution 11-67 to abate vegetative growth at the property located at:

**549 Doris Avenue**

and to charge the property owner(s) abatement costs, including administrative costs. The City Manager is authorized to monitor the property throughout the 2011 and 2012 growing seasons and to abate any vegetative growth on the property that does not comply with City Regulations.

The motion was duly seconded by Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

**Adopted this 19th day of September 2011.**

\_\_\_\_\_  
Sandra C. Martin, Mayor

ATTEST:

\_\_\_\_\_  
Terry Schwerm, City Manager

SEAL





# City of Shoreview

4600 Victoria St. N. Shoreview, MN 55126

## CORRECTION NOTICE

RE: City of Shoreview Municipal Code Section 211.060 (C)  
Grass plots or lawn areas that are greater than 9 inches

DATE:

9/8/11

TO: Scott A Lindner  
549 Doris Ave.  
Shoreview, MN 55126

An inspection was conducted at your property that revealed a violation of the City of Shoreview Municipal Code, Section 211.060(C), which specifies that grass plots and lawn area shall not exceed 9 inches in height and be free of nuisance weeds.

FROM:

- ☐ Sara Bargander, 651-490-4687
- ☐ Robert Warwick, 651-490-4681
- ☐ Kathleen Nordine, 651-490-4682

☒ Brent Marshall 651-490-4687

PROPERTY ADDRESS OF OFFENSE: 549 Doris Ave.

CASE NUMBER: 2011-162

COMPLIANCE/REINSPECTION DATE: 9-16-11

Please be advised per the Municipal Code Section 210, the City has the authority to abate certain nuisances. City Staff follow the abatement procedure described below for abating accumulations of tall grasses, nuisance weeds and other vegetative growth as regulated in Section 211.060(C).

Ramsey County records identify you as the property owner of 549 Doris Ave.. This notice serves as notice that nuisance conditions exist on the property and that the **nuisance must be abated within five (5) working days**. Please correct non-compliant conditions by 9/15/11. The property will be re-inspected on or after the compliance date to verify that the nuisance conditions have been corrected or else abatement action will proceed. You may also call City Staff at 651-490-4687 to inform them that the nuisance condition has been corrected.

If the nuisance conditions are not corrected by the above date, be advised that pursuant to the Shoreview Municipal Code and Minnesota State Law, the City Council will hold a hearing on 9/19/11 at 7:00 p.m. at the Shoreview City Hall, 4600 Victoria Street North, Shoreview Minnesota. The purpose of the hearing will be for the Shoreview City Council to consider ordering the abatement of the public nuisance. The abatement costs, including administrative costs, will be charged to you and if the bill is not paid, it will be certified against the property for collection with taxes. You have the right to appear at said hearing. Please be advised, if the property is brought into compliance prior to the hearing a date, a hearing may still be held.

Excerpts from the Municipal Code are attached and identify the regulations applying to the conditions observed on your property. Please correct these conditions, thereby bringing the property into compliance with City regulations.

Thank you in advance for your anticipated cooperation.

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD SEPTEMBER 20, 2011**

\* \* \* \* \*

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The following members were present:

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**549 Doris Avenue**

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**Scott A Lindner**  
**549 Doris Ave.**  
*Lot 7, Block 5, Western Pines No. 3*  
*City of Shoreview, Ramsey County, Minnesota*

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**549 Doris Avenue**

and to charge the property owner(s) abatement costs, including administrative costs. The City Manager is authorized to monitor the property throughout the 2011 and 2012 growing seasons and to abate any vegetative growth on the property that does not comply with City Regulations.

The motion was duly seconded by Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

**Adopted this 19th day of September 2011.**

\_\_\_\_\_  
Sandra C. Martin, Mayor

ATTEST:

\_\_\_\_\_  
Terry Schwerm, City Manager

SEAL



**SPECIAL ORDER OF BUSINESS**  
**SEPTEMBER 19, 2011**

1.

2.

3.

4.

5.



**ADJOURNMENT MOTION**  
**SEPTEMBER 19, 2011**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

to adjourn the meeting at \_\_\_\_\_ on September 19, 2011. Mayor  
Martin declared the meeting adjourned.

**ROLL CALL:    AYES**\_\_\_\_ **NAYS** \_\_\_\_

